

Board Agenda

Regular Meeting

Thursday, December 15, 2022

Camrosa Board Room

5:00 P.M.

TO BE HELD IN PERSON

The Board of Directors meeting will be held in person.

There will be no virtual access.

The public and guests are welcome to attend at the District office:

7385 Santa Rosa Road

Camarillo, CA 93012

Call to Order

Public Comments

At this time, the public may address the Board on any item not appearing on the agenda which is subject to the jurisdiction of the Board. Persons wishing to address the Board should fill out a white comment card and submit it to the Board Chairman prior to the meeting. All comments are subject to a 5-minute time limit.

Matters appearing on the Consent Agenda are expected to be non-controversial and will be acted upon by the Board at one time, without discussion, unless a member of Board or the Staff requests an opportunity to address any given item. Items removed from the Consent Agenda will be discussed at the beginning of the Primary Items. Approval by the Board of Consent Items means that the recommendation of the Staff is approved along with the terms and conditions described in the Board Memorandum.

Consent Agenda

1. **Approve Minutes of the Regular Meeting of November 10, 2022**
2. **Approve Minutes of the Special Meeting of December 6, 2022**
3. ****Approve Vendor Payments**

Objective: Approve the payments as presented by Staff.

Action Required: Approve accounts payable in the amount of \$2,818,132.24.

4. Fire Pump Controller at the Highlands Pump Station

Objective: Replace the fire pump controller at the Highlands Pump Station.

Action Required: Ratify the action of the General Manager to purchase and install a fire pump controller for the Highlands Pump Station from Approved Fire Pump for \$30,930.00.

Primary Agenda

5. **Board of Directors Meeting Calendar for 2023

Objective: Receive the Board meeting calendar for 2023.

Action Required: Adopt a calendar of regular Board meetings for calendar year 2023.

6. Affirmation of Elected Board Members

Objective: Affirm newly elected Board Members.

Action Required: Affirm and receive Directors Foreman, Brown, and Nelson as members of the Board of Directors.

7. **Near-Term Water Resources Planning Analysis

Objective: Further develop self-reliance.

Action Required: Authorize the General Manager to enter into an agreement with and issue a purchase order to Woodard & Curran in the amount of \$299,712.00 for a Near-Term Water Resources Planning Analysis.

8. **Laboratory Information Management System (LIMS)

Objective: Improve management of the District's water quality data.

Action Required: Authorize the General Manager to enter into an agreement with and issue a purchase order, in an amount not to exceed \$76,398.00, to Aquatic Informatics to acquire a LIMS.

9. **Leak Survey/Water Loss Report

Objective: Update the Board on water loss control efforts.

Action Required: No action necessary; for information only.

10. Penalty Fee Framework

Objective: Update the Board on progress towards developing a penalty fee framework.

Action Required: No action necessary; for information only.

11. Septic Systems

Objective: Protect groundwater basin quality.

Action Required: No action necessary; for information only.

12. Legislative Wrapup

Objective: Update the Board on pertinent legislation from the 2022 legislative year.

Action Required: No action necessary; for information only.

Comments by General Manager; Comments by Directors; Adjournment

Closed Sessions: The Board of Directors may hold a closed session to discuss personnel matters or litigation, pursuant to the attorney/client privilege, as authorized by Government Codes. Any of the items that involve pending litigation or personnel matters may require discussion in closed session on the recommendation of the Board's Legal Counsel.

** indicates agenda items for which a staff report has been prepared or backup information has been provided to the Board. The full agenda packet is available for review on our website at: www.camrosa.com/board-agendas/

December 15, 2022

Board of
Directors
Agenda Packet

Board Minutes

Regular Meeting

Thursday, November 10, 2022

5:00 P.M.

Call to Order The meeting was convened at 5:00 P.M.

Present: Eugene F. West, President
Terry L. Foreman, Vice-President
Jeffrey C. Brown, Director
Timothy H. Hoag, Director

Staff: Tony Stafford, General Manager
Tamara Sexton, Finance Manager
Josi Zabarsky, Customer Service Manager
Terry Curson, District Engineer
Kevin Wahl, Superintendent
Greg Jones, Legal Counsel

Guests: Patel, CliftonLarsonAllen LLP

Public Comments

None

Consent Agenda

1. Approve Minutes of the Regular Meeting of October 27, 2022

The Board approved the Minutes of the Regular Meeting of October 27, 2022.

Motion: Hoag **Second:** Brown

Motion carried unanimously.

2. Approve Vendor Payments

A summary of accounts payable in the amount of \$1,067,878.37 was provided for Board information and approval. The Board approved the payments to vendors as presented by staff in the amount of \$1,067,878.37.

Motion: Hoag **Second:** Brown

Motion carried unanimously.

Primary Agenda

3. Fiscal Year Ended 2021-22 Annual Comprehensive Financial Report

The Board received the Final Fiscal Year (FY) Ended 2021-22 Annual Comprehensive Financial Report (ACFR) and accepted the FY 2021-22 ACFR as presented.

Motion: Brown **Second:** Foreman

Motion carried unanimously.

4. Fiscal Year 2022-23 1st Quarter Budget Status Report

The Board received a report from staff regarding the Fiscal Year (FY) 2022-23 1st Quarter budget report and reserves.

No action necessary; for information only.

5. Camrosa Water District 457 Deferred Compensation Plan Amendments and Restatement

The Board adopted a Resolution of the Board Adopting the Restatement of and Interim Amendments to the Camrosa Water District 457 Deferred Compensation Plan.

Motion: Hoag **Second:** Brown

Roll Call: Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

6. Development Mitigation Projects

The Board authorized the General Manager to issue a Conditional Water Availability letter to Sunnyland Nursery.

Motion: Foreman **Second:** Hoag

Motion carried unanimously.

7. Tierra Rejada Well Rehabilitation Project, Specifications No. PW21-03

The Board took the following actions:

- 1) Appropriated additional funding in the amount of \$65,000.00 to the Tierra Rejada Well capital project from the potable replacement fund; and
- 2) Ratified the change order for the purchase and installation of new column pipe, in the amount of \$60,541.75, to General Pump Company for additional out-of-scope work for the rehabilitation of the Tierra Rejada Well, in accordance with Specifications No. PW21-03.

Motion: Brown **Second:** Hoag

Motion carried unanimously.

8. Local Production Update

The Board received a briefing on local water production through the first quarter of Fiscal Year 2022-23.

No action necessary; for information only.

9. Backbone Data Communications Radio at Camarillo City Tower

The Board appropriated funds in the amount of \$14,000.00 to establish a fixed asset for the backbone radio purchased to replace the existing failed radio at the Camarillo city tower site.

Motion: Brown **Second:** Foreman

Motion carried unanimously.

Comments by General Manager

- The fire-pump controller at Highland Estates and a replacement has been ordered. Staff will return to the Board for ratification of the estimated \$37,000.00 expenditure once the work is complete.
- The LAFCO election ballot is due before the next scheduled Board meeting; the chair will cast the ballot on behalf of the Board.
- The draft of the 2023 Board calendar is available for review.
- Treasury bills were purchased.

Comments by Directors

- Director Foreman reported that the mandated Emergency Water Conservation Program will be going into next year and likely expanding throughout the entire Metropolitan service area.
- Director Hoag acknowledged Director Brown's contribution to purchasing the Treasury bills.

Adjournment

There being no further business, the meeting was adjourned at 6:07 P.M.

Tony L. Stafford, Secretary/Manager
Board of Directors
Camrosa Water District

Eugene F. West, President
Board of Directors
Camrosa Water District (ATTEST)

Board Minutes

Special Meeting: Virtual Town Hall

Tuesday, December 6, 2022
6:00 P.M.

Call to Order The meeting was convened at 6:00 P.M.

Present: Eugene F. West, President (via teleconference)
Terry L. Foreman, Vice-President (via teleconference)
Jeffrey C. Brown, Director (via teleconference)
Timothy H. Hoag, Director (via teleconference)

Staff: Tony Stafford, General Manager (via teleconference)
Ian Prichard, Assistant General Manager (via teleconference)
Jozi Zabarsky, Customer Service Manager (via teleconference)

Public Comments

Mark Mitchell thanked the Board and the organization for having the foresight to develop local resources to put the District in a position to better withstand this water shortage than some of our neighbors. He also recommended the District look into providing delivery of non-potable water via a water truck to customers who could sign up for delivery.

Kevin Cannon asked if the District had adopted, or intends to adopt, a “climate-change policy.” President West responded that the District’s planning documents incorporate climate-change assumptions and scenarios required by the state.

Primary Agenda

1. Drought Update

A virtual town-hall meeting was held to provide information to and receive feedback from the community. The Assistant General Manager gave a presentation on the current drought situation. President West opened the forum for questions and answers with the public in attendance.

No action was taken.

Comments by General Manager

None

Comments by Directors

None

Adjournment

There being no further business, the meeting was adjourned at 6:45 P.M.

Tony L. Stafford, Secretary/Manager
Board of Directors
Camrosa Water District

(ATTEST)
Eugene F. West, President
Board of Directors
Camrosa Water District

Board Memorandum

December 15, 2022

To: General Manager

From: Sandra Llamas, Sr. Accountant

Subject: Approve Vendor Payments

Objective: Approve the payments as presented by Staff.

Action Required: Approve accounts payable in the amount of \$2,818,132.24.

Discussion: A summary of accounts payable is provided for Board information and approval.

Payroll PR 11-1, 11-2, ME & 12-1, 2022	\$ 2,636,497.97
Accounts Payable 11/03/2022-12/07/2022	\$ <u>181,634.27</u>
Total Disbursements	\$ <u>2,818,132.24</u>

DISBURSEMENT APPROVAL

_____ BOARD MEMBER	_____ DATE
_____ BOARD MEMBER	_____ DATE
_____ BOARD MEMBER	_____ DATE

Tony L. Stafford, General Manager

Month of : October-22

CAL-Card Monthly Summary

Date Purchased	Statement Date	Vendor Name	Purchase Total	Item Description	Staff
10/21/22	10/22/22	Amazon	\$548.96	Field Tablet Cases	KW
10/04/22	10/22/22	Home Depot	\$749.68	Replacement Grill	KW
10/05/22	10/22/22	Home Depot	\$96.47	Grill Cover	KW
10/04/22	10/22/22	Red Wing	\$315.29	Boots for Kevin	KW
10/21/22	10/22/22	Cam Lawn mower	\$149.00	Leaf blower repair	JS
10/12/22	10/22/22	Lowe's	\$373.02	Salt for Pennywell	JS
10/05/22	10/22/22	Home Depot	\$96.85	Kitchen supplies CWRF	JS
09/29/22	10/22/22	Burger Barn	\$90.09	Breakfast for O&M after all-nighter	JS
10/20/22	10/22/22	Ready Refresh	-\$20.00	Credit	GM
10/20/22	10/22/22	Home Depot	\$24.65	parts for lab vacuum pump	GM
10/13/22	10/22/22	Vons	\$6.39	Bleach	GM
10/11/22	10/22/22	CWEA	\$202.00	Membership Renewal	GM
09/28/22	10/22/22	Smart and Final	\$6.20	Vinegar and Bleach	GM
09/22/22	10/22/22	Valvoline	\$110.80	Oil Change for Truck	GM
10/14/22	10/22/22	Thomas Scientific	\$147.34	Conductivity Standard	MP
10/18/22	10/22/22	Massimo Motor	\$339.00	Refrigerated Cooler	MP
10/21/22	10/22/22	Durham School Services	\$728.64	Bus for tour	IP
10/23/22	10/22/22	Canva	\$119.40	graphics app (social, website, printed materials)	IP
10/13/22	10/22/22	Old NY Deli	\$69.99	food for communication plan workshops 10/13	IP
10/02/22	10/22/22	Thinking2	\$80.00	web site hosting	IP
09/30/22	10/22/22	zoom	\$278.90	teleconferencing for Board & staff meetings	IP
10/22/22	10/22/22	Vons	\$19.27	Ice for District Tour	CP
10/06/22	10/22/22	Smart and Final	\$181.61	Kitchen Supplies	CP
10/14/22	10/22/22	Amazon	\$48.48	Laptop stand	JZ
10/20/22	10/22/22	Amazon	\$50.76	Computer chargers	BB
10/18/22	10/22/22	Ebay	\$214.50	SLC-500 analog card	BB
10/03/22	10/22/22	McLean Parts	\$290.00	Transformer for RMWTP AC units on skid	BB
10/05/22	10/22/22	Staples	\$91.65	Ink Cartridge	SLL
10/18/22	10/22/22	USPS	\$8.93	Certified Mail-Scarborough Farms Claim	SLL
10/19/22	10/22/22	Staples	\$142.01	Ergonomic Keyboard/Mouse Replacement	SLL
09/26/22	10/22/22	Thompson Building Materials	\$39.10	Chopsaw Metal blade / Work gloves Unit #6	CC
09/30/22	10/22/22	Rolling Pin	\$51.90	Food for crew - Night work	CC
10/04/22	10/22/22	Smogster Smog check	\$50.00	Smog for Ranger	CC
10/06/22	10/22/22	B&B do it center	\$83.63	Loppers Unit #6	CC
09/26/22	10/22/22	Jiffy Lube	\$103.14	Oil Change Unit #22	RM
10/17/22	10/22/22	Watershed Protection District	\$2,043.00	Permit Fee	TC
10/21/22	10/22/22	CarWashClub	\$56.99	monthly vehicle wash	TS
10/20/22	10/22/22	IEEE	\$210.00	Professional Membership	TS
10/24/22	10/22/22	Amazon	\$63.79	Qty 1, 8GB Memory DDR4 CWRF-MMI-1	JW
10/21/22	10/22/22	MacKay Communications	\$1,525.36	3 Swift Broadband Sat Phone - Annual Contract Renewal	JW
10/20/22	10/22/22	Spectrum	\$86.56	Spectrum Cable	JW
10/17/22	10/22/22	Mailchimp	\$59.00	Email blasts outreach/Monthly Fee	JW
10/13/22	10/22/22	Callfire	\$99.00	online IVR - Delinquent Call Out (Monthly Service Fee)	JW
10/05/22	10/22/22	Amazon	\$255.16	Qty 4, 8GB Memory DDR4 CWD-MMI-1, CWD-MMI-2	JW
10/03/22	10/22/22	Google.com	\$144.00	google corporate email domain - camrosawaterdistrict.org monthly charges - currently 12 seats	JW
09/27/22	10/22/22	Network Solutions	\$9.97	ASRGSA.COM monthly hosting and forwarding	JW
09/27/22	10/22/22	Spectrum	\$1,249.00	Spectrum Internet	JW
09/28/22	10/22/22	The Home Depot	\$285.00	Tools for crew for night work	KK
09/23/22	10/22/22	B&B do it center	\$58.72	parts for cwr	KK
10/17/22	10/22/22	Pueblo BBQ	\$1,716.33	Public Outreach	TDS
10/12/22	10/22/22	CMTA	\$95.00	Ca Municipal Treasury membership	TDS
09/28/22	10/22/22	CSMFO	\$110.00	CSMFO membership	TDS
10/23/22	10/22/22	Old New York Bagel	\$19.99	Coffee for Facilities Tour	DA
10/22/22	10/22/22	Old New York Bagel	\$138.06	Breakfast for Facilities Tour	DA
10/22/22	10/22/22	Bread Basket	\$176.00	Cookies/Desert for Facilities Tour	DA
10/22/22	10/22/22	Kim's Donuts	\$19.75	Donuts for Facilities Tour	DA
10/21/22	10/22/22	CVS Pharmacy	\$6.74	Plates for Facilities Tour	DA
10/21/22	10/22/22	Clearwoods Dry Cleaning	\$46.20	Dry Clean Table Cloths	DA
10/20/22	10/22/22	Smart & Final	\$123.54	Drinks, plates, napkins, etc. For Tour	DA
10/20/22	10/22/22	Staples	\$25.27	Name Tags for Tour	DA
09/27/22	10/22/22	AWA	\$126.00	AWA/CCWUC Training for EEs	DA
10/17/22	10/22/22	VC Metals	\$95.14	TR Stainless Sounder Transducer Stand	CS
10/11/22	10/22/22	Google	\$49.99	Water Wise Pro 1 Year Subscription	CS
10/06/22	10/22/22	The Home Depot	\$31.27	SRPH Hand Rails Replacement	CS
10/04/22	10/22/22	Ebay	\$227.10	CWRF Effluent Station Rack 1 to 2 Expansion Cable	CS
10/03/22	10/22/22	McLean Parts	\$292.00	RMWTP Skid 1 AC Transformer	CS
10/02/22	10/22/22	Amazon	\$297.86	Coffee for Operation and Main Office	CS
			\$15,629.44		

Camrosa Water District

Accounts Payable Period:

11/03/2022-12/07/2022

Expense	Account Description	Amount
10302	Escrow Account-Cushman	
10000	Petty Cash	
11700	Meter Inventory	
11900	Prepaid Insurance	
11905	Prepaid Maintenance Ag	
13000	Land	
13400	Construction in Progress	146225.02
20053	Current LTD Bond 2016	660000.00
20052	Current LTD Bond 2012	
20400	Contractor's Retention	-6193.61
20250	Non-Potable Water Purchases	
23001	Refunds Payable	4461.56
50110	Payroll FLSA Overtime-Retro	
50010	Water Purchases & SMP	995448.94
50020	Pumping Power	195044.85
50100	Federal Tax 941 1 st QTR	
50012	CamSan Reclaimed Water	22745.96
50135	PERS Retirement	
50200	Utilities	3244.82
50210	Communications	7651.38
50220	Outside Contracts	205144.46
50230	Professional Services	102871.51
50240	Pipeline Repairs	141.99
50250	Small Tool & Equipment	7336.01
50260	Materials & Supplies	37669.30
50270	Repair Parts & Equip Maint	40948.81
50280	Legal Services	6614.93
50290	Dues & Subscriptions	2997.50
50300	Conference & Travel	348.88
50310	Safety & Training	4085.06
50330	Board Expenses	
50340	Bad Debt	
50350	Fees & Charges	3269.42
50360	Insurance Expense	
50500	Misc Expense	
50600	Fixed Assets	11241.38
50700	Interest Expense	185199.80
TOTAL		\$2,636,497.97

By Vendor Name

Payable Dates 11/3/2022 - 12/7/2022 Post Dates 11/3/2022 - 12/7/2022

Paymer Post Date	Vendor Name	Payable Num	Description (Item)	Account Name	Purchase Ord	Amount	
Vendor: B0N01 - BONDY GROUNDWATER CONSULTING, INC.							
7	12/06/2022	BONDY GROUNDWATER CONSULTING, INC.	077-14-GSA	PM: Santa Rosa GSP	Prof services	FY22-0137-R1	2081.25
Vendor B0N01 - BONDY GROUNDWATER CONSULTING, INC. Total:						2105.25	
Vendor: CAM09 - CAMROSA WATER DISTRICT							
79	12/07/2022	CAMROSA WATER DISTRICT	1954-2	BONDY GROUNDWATER-PM:Santa Rosa GSP Reimb	Prof services		5568.75
79	12/07/2022	CAMROSA WATER DISTRICT	1954-2	BONDY GROUNDWATER-NSF Fee Reimbursement	Fees & Charges		24
Vendor CAM09 - CAMROSA WATER DISTRICT Total:						5592.75	
75	11/16/2022	INFOSEND, INC.	224346	Bill Inserts Advertising Stakeholder Outreach	Materials & supplies		631.62
76	11/16/2022	INTERA INCORPORATED	102289	Santa Rosa GSP	Prof services	FY22-0136-R1	27572.92
77	11/15/2022	THE HATHAWAY LAW FIRM, LLP	202424	GSA Legal Services	Legal services		519.8
78	12/07/2022	VENTURA COUNTY STAR	0005043347	ASRGSa COIC Public Hearing	Outsd contracts		188.06
TOTAL VENDOR PAYMENTS-GSA						\$	36,610.40
Vendor: *CAM* - DEPOSIT ONLY-CAMROSA WTR							
3358	11/10/2022	DEPOSIT ONLY-CAMROSA WTR	11-10-22-PR	Transfer to Disbursements Account	Transfer to disbursements-holding ;		450000
3359	11/10/2022	DEPOSIT ONLY-CAMROSA WTR	11-10-22-AP	Transfer to Disbursements Account	Transfer to disbursements-holding ;		1374000
3360	11/10/2022	DEPOSIT ONLY-CAMROSA WTR	11-10-22-AP2	Transfer to Disbursements Account	Transfer to disbursements-holding ;		928000
Vendor *CAM* - DEPOSIT ONLY-CAMROSA WTR Total:						2752000	
Vendor: ADV01 - ADVANCE UTILITY SYSTEMS							
58687	11/14/2022	ADVANCE UTILITY SYSTEMS	MN00138520	CIS Maintenance Support	Outsd contracts		46972.88
Vendor: AIR05 - AIRGAS USA, LLC.							
58688	11/14/2022	AIRGAS USA, LLC.	9131457656	TR Well - CO2 System	Materials & supplies		181.36
58688	11/16/2022	AIRGAS USA, LLC.	9992681432	Materials & Supplies - CO2 for TR Well	Materials & supplies		56.02
Vendor AIR05 - AIRGAS USA, LLC. Total:						237.38	
Vendor: ALE01 - ALEXANDER'S CONTRACT SERVICES, INC							
58689	11/16/2022	ALEXANDER'S CONTRACT SERVICES, INC	104347	Meter Reading	Outsd contracts		1376.28
58738	12/06/2022	ALEXANDER'S CONTRACT SERVICES, INC	104408	Meter Reading	Outsd contracts		1427.02
Vendor ALE01 - ALEXANDER'S CONTRACT SERVICES, INC Total:						2803.3	
Vendor: ALL11 - ALL PEST AND REPAIR, INC.							
58739	12/05/2022	ALL PEST AND REPAIR, INC.	0026162-VTA1	Pest Control-VTA1-1900	Outsd contracts		650
58739	12/05/2022	ALL PEST AND REPAIR, INC.	0026162-VTA1	Pest Control-VTA1-1900	Outsd contracts		470
Vendor ALL11 - ALL PEST AND REPAIR, INC. Total:						1120	
Vendor: ALL14 - ALLCONNECTED INC							
58690	11/16/2022	ALLCONNECTED INC	43267	AllConnected Managed IT/OT Services and Support	Outsd contracts	FY23-0003	14117.38
58690	11/16/2022	ALLCONNECTED INC	43268	AllConnected Managed IT/OT Services and Support	Outsd contracts	FY23-0003	13864.13
58740	12/05/2022	ALLCONNECTED INC	106208	AllConnected Managed IT/OT Services and Support	Outsd contracts	FY23-0003	9278.74
58740	12/05/2022	ALLCONNECTED INC	43278	AllConnected Managed IT/OT Services and Support	Outsd contracts	FY23-0003	6548.89
Vendor ALL14 - ALLCONNECTED INC Total:						43809.14	

Vendor: AME08 - AMERICAN SOCIETY OF CIVIL ENGINEERS

58736	11/17/2022	AMERICAN SOCIETY OF CIVIL ENGINEERS	2023-Member:ASCE Annual Membership Renewal 2022	Dues & subscrip		104.78
58736	11/17/2022	AMERICAN SOCIETY OF CIVIL ENGINEERS	2023-Member:ASCE Annual Membership Renewal 2022	Dues & subscrip		96.72
58736	11/17/2022	AMERICAN SOCIETY OF CIVIL ENGINEERS	2023-Member:ASCE Annual Membership Renewal 2022	Dues & subscrip		108.5

Vendor AME08 - AMERICAN SOCIETY OF CIVIL ENGINEERS Total: 310

Vendor: APP01 - APPLIED INDUSTRIAL TECHNOLOGY

58691	11/16/2022	APPLIED INDUSTRIAL TECHNOLOGY	7025575696	Repair Parts - Sewer Lift 4	Repair parts & equipment	76.88
58691	11/16/2022	APPLIED INDUSTRIAL TECHNOLOGY	7025578200	Repair Parts - Sewer Lift 4	Repair parts & equipment	68.73
58691	11/16/2022	APPLIED INDUSTRIAL TECHNOLOGY	7025578245	Repair Parts - Sewer Lift 4	Repair parts & equipment	82.71
58691	11/16/2022	APPLIED INDUSTRIAL TECHNOLOGY	7025615040	Repair Parts - Sewer Lift 3	Repair parts & equipment	150.99

Vendor APP01 - APPLIED INDUSTRIAL TECHNOLOGY Total: 379.31

58741	12/06/2022	ARBITRAGE COMPL SPEC, INC	1032018	Arbitrage 2016A Bonds	Prof services	630
58742	12/07/2022	A-SAME DAY TESTING CO.	S15592	Backflow testing	Outsd contracts	FY23-0123 13978
58743	12/07/2022	ASTRA INDUSTRIAL SERV,INC	284477	Cla-Val Repair Parts - Woodcreek Well	Repair parts & equipment	FY23-0118 2067.95
58744	12/07/2022	BADGER METER INC	1521110	Meter Twist Tight Pigtails	Repair Parts & Equipment Mainten	FY23-0015 7364.7
58692	11/14/2022	BOUTWELL*FAY LLP	36245	457plan legal services	Legal services	1050
58693	11/15/2022	BRECKENRIDGE PROPERTY FUND 2016, LLC	00003738-2	Deposit Refund Act 3738 - 1308 Calle Bonita	Refunds payable	95.38

Vendor: CAL03 - CALLEGUAS MUNICIPAL WATER DISTRICT

1094	11/16/2022	CALLEGUAS MUNICIPAL WATER DISTRICT	104922	Water Purchase-Potable	Water purchases	437850.47
1094	11/16/2022	CALLEGUAS MUNICIPAL WATER DISTRICT	104922	Water Purchase	CMWD Fixed Charges	74142
1094	11/16/2022	CALLEGUAS MUNICIPAL WATER DISTRICT	104922	Water Purchase-Non-Potable	Water purchases	62809.1
1094	11/16/2022	CALLEGUAS MUNICIPAL WATER DISTRICT	SMP102322	SMP CMWD-SMP Pipeline Fee	SMP CWD-RMWTP	8540.83
1094	11/16/2022	CALLEGUAS MUNICIPAL WATER DISTRICT	SMP102322	SMP CMWD-SMP Pipeline Fee	SMP CMWD	541
1107	12/06/2022	CALLEGUAS MUNICIPAL WATER DISTRICT	117222	Water Purchase-Potable	Water purchases	304129.82
1107	12/06/2022	CALLEGUAS MUNICIPAL WATER DISTRICT	117222	Water Purchase	CMWD Fixed Charges	74142
1107	12/06/2022	CALLEGUAS MUNICIPAL WATER DISTRICT	117222	Water Purchase-Non-Potable	Water purchases	24859.17
1107	12/06/2022	CALLEGUAS MUNICIPAL WATER DISTRICT	SMP112022	SMP CMWD - SMP Pipeline fee	SMP CWD-RMWTP	7893.55
1107	12/06/2022	CALLEGUAS MUNICIPAL WATER DISTRICT	SMP112022	SMP CMWD - SMP Pipeline fee	SMP CMWD	541

Vendor CAL03 - CALLEGUAS MUNICIPAL WATER DISTRICT Total: 995448.94

Vendor: CAN03 - Cannon Corporation

58694	11/16/2022	Cannon Corporation	81973	Contract Construction Inspection Services	Outsd contracts	FY23-0042 795.5
58694	11/16/2022	Cannon Corporation	82400	Design Camsprings new waterline under Conejo Creek	Construction in progress	FY22-0273-R1 16201.12
58694	11/16/2022	Cannon Corporation	82481	Contract Construction Inspection Services	Outsd contracts	FY23-0042 797.5
58694	11/16/2022	Cannon Corporation	82482	Contract Construction Inspection Services	Outsd contracts	FY23-0042 748
58694	11/16/2022	Cannon Corporation	82483	Contract Construction Inspection Services	Outsd contracts	FY23-0042 2755
58746	12/05/2022	Cannon Corporation	82321	Engineering Support Services during construction	Construction in progress	FY21-0035-R2 300.75
58746	12/05/2022	Cannon Corporation	82322	Contract Construction Inspection Services	Outsd contracts	FY23-0042 1280

Vendor CAN03 - Cannon Corporation Total: 22877.87

58695	11/15/2022	CAPRIC PROPERTIES MGMT	00004176-B	Deposit Refund Act 4176 - 5287 Lynnwood Dr	Refunds payable	48.92
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Vendor: CEN04 - CENTRAL COMMUNICATIONS

58696	11/15/2022	CENTRAL COMMUNICATIONS	000026-956-91	After Hours Call Ctr	Communications	456
58747	12/06/2022	CENTRAL COMMUNICATIONS	000027-417-9	After Hours Call Center	Communications	471

Vendor CEN04 - CENTRAL COMMUNICATIONS Total: 927

Vendor: CEN03 - Central Courier LLC

58697	11/15/2022	Central Courier LLC	52076	Courier Services	Outsd contracts	344.24
58748	12/06/2022	Central Courier LLC	52307	Courier Service	Outsd contracts	344.24

Vendor CEN03 - Central Courier LLC Total: 688.48

58749	12/06/2022	CHERI JUERGENS	00006922	Deposit Refund Act 6922- 5113 Ladera Vista Dr	Refunds payable		25.01
58698	11/14/2022	CINDY SALDIVAR	2302500	notary driveway cost share	Prof services		75
Vendor: CIT01 - CITY OF CAMARILLO							
58750	12/05/2022	CITY OF CAMARILLO	29900	ST-5021 Valve Box and MH Cover Raising	Outsd contracts	FY22-0092-R1	31583.54
58750	12/06/2022	CITY OF CAMARILLO	30030	Recycled Wtr CamSan October & November	CamSan Water		22745.96
Vendor CIT01 - CITY OF CAMARILLO Total:							54329.5
58699	11/15/2022	CITY OF THOUSAND OAKS	90122-110122	City Thousand Oaks Sewer for Read Rd Track	Outsd contracts		1110.6
58751	12/06/2022	CLIFTON LARSON ALLEN LLP	3487470	Profesional Auditing Services FY2021-22	Prof services	FY22-0369-R1	2000
58700	11/16/2022	COMMUNICATION ENTERPRISES, INC.	1112229	Backbone Radio Replacement at City Tower	Fixed Assets-Internal	FY23-0096	11241.38
58701	11/16/2022	CORELOGIC INFORMATION SOLUTIONS, INC	306366797	Assessors Parcel Info for Ventura County.	Outsd contracts		154.5
58752	12/07/2022	COUNTY FIRE PROTECTION	21-28222	Annual Fire Extinguisher Recertifications	Repair parts & equipment	FY23-0119	1505.05
Vendor: COU01 - COUNTY OF VENTURA RMA OPERATIONS							
58753	12/06/2022	COUNTY OF VENTURA RMA OPERATIONS	IN0233383	Permit- Environmental Health Inspection RMWTP	Fees & Charges-RMWTP		1871.07
58753	12/06/2022	COUNTY OF VENTURA RMA OPERATIONS	IN0233450	Permit- Environmental Health Inspection Office	Fees & charges		1398.35
Vendor COU01 - COUNTY OF VENTURA RMA OPERATIONS Total:							3269.42
58702	11/15/2022	CRAIG PARKINSON	00003099	Deposit Refund Act 3099 - 1149 Beech View Cir	Refunds payable		15.11
58754	12/05/2022	CULLIGAN OF VENTURA COUNTY	2010478-Dec2	Water Softener - Penny Well -Act 2010478	Outsd contracts		72.5
58703	11/15/2022	DELOACH & ASSOCIATES	102022	DiSC Management Profile and Analysis	Safety & train		275
Vendor: EJJH01 - E.J. HARRISON & SONS INC							
58704	11/16/2022	E.J. HARRISON & SONS INC	5129	Trash Removal -CWRP	Outsd contracts		494.59
58704	11/14/2022	E.J. HARRISON & SONS INC	741-	Oct billingTrash removal	Outsd contracts		467.23
Vendor EJJH01 - E.J. HARRISON & SONS INC Total:							961.82
Vendor: ENH01 - Enhanced Landscape Development, Inc							
58755	12/05/2022	Enhanced Landscape Development, Inc	90154	Landscaping-Irrigation Repair-CWRP	Outsd contracts		388
58755	12/05/2022	Enhanced Landscape Development, Inc	90155	Landscaping-Irrigation Repair	Outsd contracts		476.3
58755	12/05/2022	Enhanced Landscape Development, Inc	94522	Landscaping	Outsd contracts		2082
Vendor ENH01 - Enhanced Landscape Development, Inc Total:							2946.3
1095	11/16/2022	ENTERPRISE FLEET SERV INC	FBN4605833	Vehicle Lease-November 2022	Outsd contracts		6917.01
Vendor: FAM01 - FAMCON PIPE & SUPPLY, INC							
58756	12/05/2022	FAMCON PIPE & SUPPLY, INC	S100092120-01	Conejo Wellfield Treatment - 10" Valve	Construction in progress	FY23-0117	2305.88
58756	12/05/2022	FAMCON PIPE & SUPPLY, INC	S100092131-01	Distribution Valve Replacement	Construction in progress	FY23-0116	17267.25
58756	12/05/2022	FAMCON PIPE & SUPPLY, INC	S100092131-01	Distribution Valve Replacement	Construction in progress	FY23-0116	2230.65
58756	12/07/2022	FAMCON PIPE & SUPPLY, INC	S100092432-01	Sewer Manhole Covers for Raising	Outsd contracts	FY23-0121	2767.05
Vendor FAM01 - FAMCON PIPE & SUPPLY, INC Total:							24570.83
58757	12/06/2022	FANNING & KARRH, CPAs	120522	Reserve Recon	Prof services		3060
58758	12/05/2022	Frontier Communications	NOV22	VOIP - Land Lines	Communications		487.07
Vendor: FRU01 - FRUIT GROWERS LAB. INC.							
58705	11/14/2022	FRUIT GROWERS LAB. INC.	213319A	Outside Lab Analysis	Outsd contracts		39
58705	11/14/2022	FRUIT GROWERS LAB. INC.	215480A	Outside Lab Analysis	Outsd contracts		158
58705	11/14/2022	FRUIT GROWERS LAB. INC.	216838A	Outside lab work	Outsd contracts		268
58705	11/14/2022	FRUIT GROWERS LAB. INC.	217321A	Outside lab work for RMWTP	Outside Contracts		39
58759	12/05/2022	FRUIT GROWERS LAB. INC.	213318A	Outside Labb Work for Ground Water Monitoring	Outsd contracts		10951
58759	12/05/2022	FRUIT GROWERS LAB. INC.	215658A	Outside Lab Work	Outsd contracts		239
58759	12/05/2022	FRUIT GROWERS LAB. INC.	216848A	Outside Lab Work for CWRP Effluent	Outsd contracts		292
58759	12/05/2022	FRUIT GROWERS LAB. INC.	217548A	Outside Lab Work for CWRP	Outsd contracts		292

58759	11/22/2022	FRUIT GROWERS LAB. INC.	217549A	Outside Lab Analysis	Outsd contracts		39
58759	12/05/2022	FRUIT GROWERS LAB. INC.	217551A	Outside Lab Work for CWRP Effluent	Outsd contracts		239
58759	11/22/2022	FRUIT GROWERS LAB. INC.	217552A	Outside Lab Analysis	Outsd contracts		39
58759	12/05/2022	FRUIT GROWERS LAB. INC.	217884A	Outside Lab Work	Outsd contracts		599
58759	12/05/2022	FRUIT GROWERS LAB. INC.	218223A	Outside Lab Work	Outsd contracts		58
58759	12/06/2022	FRUIT GROWERS LAB. INC.	218224A	Round Mountain Outside Lab Work	Outside Contracts		39
58759	12/05/2022	FRUIT GROWERS LAB. INC.	218225A	Outside Lab Work-Round Mountain	Outside Contracts		39
Vendor FRU01 - FRUIT GROWERS LAB. INC. Total:							13330
Vendor: HAC01 - HACH COMPANY							
58706	11/14/2022	HACH COMPANY	13324841	Calibration Standards for 1638 and 2751 Labs	Materials & supplies		1218.02
58706	11/14/2022	HACH COMPANY	13324889	Reagents - CL17	Materials & supplies		718.52
58706	11/16/2022	HACH COMPANY	13338187	Materials & Supplies -Reagents RMWTP	Materials & Supplies-RMWTP		898.93
58706	11/16/2022	HACH COMPANY	13339737	Materials & Supplies - Reagents	Materials & supplies		1997.97
Vendor HAC01 - HACH COMPANY Total:							4833.44
58760	12/06/2022	Hanson Lab Solutions, Inc.	INV110929	lab cabinetry--completion	Small tools & equipment	FY23-0124	6570
Vendor: HOP02 - HOPKINS GROUNDWATER CONSULTING							
58707	11/16/2022	HOPKINS GROUNDWATER CONSULTING	11914	Update 2014 PV Well No. 3 Siting Study	Prof services	FY23-0034	20490
58707	11/16/2022	HOPKINS GROUNDWATER CONSULTING	11915	Summary Report	Construction in progress	FY22-0133-R1	1540
Vendor HOP02 - HOPKINS GROUNDWATER CONSULTING Total:							22030
58761	12/05/2022	INFOSEND, INC.	224560	Printing and Mailing November 2022 Statements	Outsd contracts		5095.6
58708	11/15/2022	ISAY ORTEGA CHANON	00000976	Deposit Refund Act 976 - 869 Paseo Tosamar	Refunds payable		36.27
58709	11/15/2022	JAMES YOCKEY	00004726 -2	Deposit Refund Act 4726 - 1708 Summerfied St	Refunds payable		44.95
58762	12/06/2022	Janitek Cleaning Solutions-Allstate Cleaning, Inc	47940A	Janitorial Services	Outsd contracts		1772
58763	12/06/2022	JENNIFER HANSEN	00001137	Deposit Refund Act 1137- 6210 Paseo Encantada	Refunds payable		8.42
58710	11/15/2022	JOHN BOSWELL	00007223	Deposit Refund Act 7223 - 149 Via Cantilena	Refunds payable		44.83
58764	12/06/2022	JOSEPH MCKINNEY	00007216	Overpayment Closed Account Refund- 4484 Calle Argo	Refunds payable		15.67
58765	12/06/2022	KATHERINE MCDONOUGH	00000854	Overpayment Closed Account Refund-1104 Paquita St	Refunds payable		25.01
58711	11/16/2022	KENNEDY/JENKS CONSULTANTS	159114	Grant Program (Kennedy/Jenks)	Prof services	FY22-0271-R1	449.8
1096	11/16/2022	KEVIN WAHL	102522	Tuition Reimbursement CSUCI Fall 1 Trm 2022	Safety & train		3116.78
58712	11/15/2022	LARRY FLORA	00001067	Deposit Refund Act 1067 - 5976 Paseo Encantada	Refunds payable		25.51
58766	12/06/2022	LYNN MCKNERNEY	00000976-2	Deposit Refund Act 976- 869 Paseo Tosamar	Refunds payable		35.93
58713	11/15/2022	MATTHEW STEFFEN	00002923	Deposit Refund Act 2923 - 1877 Old Ranch Rd	Refunds payable		2.63
58767	12/05/2022	McMASTER-CARR SUPPLY CO	88578174	Materials and Supplies - SS Hardware	Materials & supplies		426.15
58768	12/06/2022	METTLER-TOLEDO, INC.	655089235	Maintenance Agreement	Outsd contracts		1111.19
Vendor: MKN01 - MICHAEL K. NUNLEY & ASSOCIATES, INC.							
58714	11/16/2022	MICHAEL K. NUNLEY & ASSOCIATES, INC.	101560	GAC Project Management	Construction in progress	FY21-0120-R2	3337.2
58714	11/16/2022	MICHAEL K. NUNLEY & ASSOCIATES, INC.	101561	GAC Construction Management	Construction in progress	FY22-0151-R1	30460.11
58714	11/16/2022	MICHAEL K. NUNLEY & ASSOCIATES, INC.	101562	(SPCC) Plan Preparation	Outsd contracts	FY22-0168-R1	117.42
58769	12/07/2022	MICHAEL K. NUNLEY & ASSOCIATES, INC.	101735	GAC Project Management	Construction in progress	FY21-0120-R2	600
Vendor MKN01 - MICHAEL K. NUNLEY & ASSOCIATES, INC. Total:							34514.73
58770	12/06/2022	MICHELLE HARADA	00002097	Deposit Refund Act 2097- 5658 Camino Deville	Refunds payable		23.83
58771	12/06/2022	MINDY LI	00010626-2	Deposit Refund Act 10626- 417 Castiano St	Refunds payable		74.44
58772	12/06/2022	NATALIE GREY	00000572	Deposit Refund Act 572- 207 Spindlewood Ave	Refunds payable		80

Vendor: NOR07 - NORTHSTAR CHEMICAL

58773	12/05/2022	NORTHSTAR CHEMICAL	240118	Chemicals - Woodcreek-Lynwood	Materials & supplies		3052.96
58773	12/05/2022	NORTHSTAR CHEMICAL	240120	Materials & Supplies - TR Well	Materials & supplies		1124.34
58773	12/05/2022	NORTHSTAR CHEMICAL	240577	Chemicals RMWTP	Materials & Supplies-RMWTP		6711.02
Vendor NOR07 - NORTHSTAR CHEMICAL Total:							10888.32

Vendor: \O221 - OPEN DOORS LABS INC.

58715	11/15/2022	OPEN DOORS LABS INC.	00001970-2	Overpayment Closed Account Refund-33 Calvados Dr	Refunds payable		65.63
58715	11/15/2022	OPEN DOORS LABS INC.	00004497	Deposit Refund Act 4497 - 1707 Summerfield St	Refunds payable		109.95
Vendor \O221 - OPEN DOORS LABS INC. Total:							175.58

58774	12/05/2022	PAPE MATERIAL HANDLING, INC	6445086	Vehicle Maintenance- Forklift	Repair parts & equipment		597.59
58775	12/06/2022	PARADISE PROPERTY MGMT. INC.	00007018	Deposit Refund Act 7018 - 5321 San Francesca Dr	Refunds payable		29.82
58776	12/05/2022	PARKSON CORPORATION	AR1-51035447	Replacement sand filter airlifts at CWRP	Repair parts & equipment	FY23-0078	10838.44

Vendor: PER02 - PERLITER & INGALSBE

58716	11/16/2022	PERLITER & INGALSBE	18743	Additional Eng. Support Services	Construction in progress	REQ00057-R5	862.5
58777	12/07/2022	PERLITER & INGALSBE	18753	Additional Eng. Support Services	Construction in progress	REQ00057-R5	1364.5
Vendor PER02 - PERLITER & INGALSBE Total:							2227

Vendor: \P147 - PREMIER OPTIONS.

58717	11/15/2022	PREMIER OPTIONS.	00000863	Deposit Refund Act 863 - 1173 Paquita St	Refunds payable		34.8
58778	12/06/2022	PREMIER OPTIONS.	00000863-2	Overpayment Closed Account Refund-1173 Paquita St	Refunds payable		10.79
Vendor \P147 - PREMIER OPTIONS. Total:							45.59

58718	11/16/2022	PROVOST & PRITCHARD CONSULTING GROUP	96318	GAC Engineering	Construction in progress	FY20-0326-R3	5776
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Vendor: PUR01 - PURETEC INDUSTRIAL WATER

58719	11/14/2022	PURETEC INDUSTRIAL WATER	2028056	Deionized Water Service	Materials & supplies		78.24
58719	11/14/2022	PURETEC INDUSTRIAL WATER	2028057	Deionized Water Service	Materials & supplies		78.24
58779	12/05/2022	PURETEC INDUSTRIAL WATER	2030756	Deionized Water Service	Materials & supplies		122.2
58779	12/05/2022	PURETEC INDUSTRIAL WATER	2030757	Deionized Water Service	Materials & supplies		105.14
Vendor PUR01 - PURETEC INDUSTRIAL WATER Total:							383.82

Vendor: QUI02 - QUINN COMPANY

58780	12/05/2022	QUINN COMPANY	PC010426132	Repair Parts - Generator Repair Parts	Repair parts & equipment		688.07
58780	12/05/2022	QUINN COMPANY	WON1001885	Repair Parts & Equipment Maintenance- Portable Gen	Repair parts & equipment		552
Vendor QUI02 - QUINN COMPANY Total:							1240.07

58781	12/05/2022	RAYCO SECURITY LOSS PREVENTION	37271	Alarm Service	Outsd contracts		646.97
58782	12/06/2022	RMG COMMUNICATIONS	1437	otutreach	Prof services	FY22-0305-R1	1566.25

Vendor: ROY03 - ROYAL INDUSTRIAL SOLUTIONS

58720	11/14/2022	ROYAL INDUSTRIAL SOLUTIONS	9009-1027769	TR Well Power Supply	Materials & supplies		829.31
58720	11/14/2022	ROYAL INDUSTRIAL SOLUTIONS	9009-1027793	Effluent repair parts	Repair parts & equipment		309.31
58720	11/14/2022	ROYAL INDUSTRIAL SOLUTIONS	9009-1027794	Effluent Repair Parts	Repair parts & equipment		989.79
58720	11/14/2022	ROYAL INDUSTRIAL SOLUTIONS	9009-1027795	Effluent Repair Pairs	Repair parts & equipment		989.79
58720	11/16/2022	ROYAL INDUSTRIAL SOLUTIONS	9009-1027835	Materials	Materials & supplies		686.4
58720	11/14/2022	ROYAL INDUSTRIAL SOLUTIONS	9009-1028013	PV Pump 2	Materials & supplies		421.16
58720	11/14/2022	ROYAL INDUSTRIAL SOLUTIONS	9009-1028020	CWRP - Effluent	Materials & supplies		353.93
58720	11/16/2022	ROYAL INDUSTRIAL SOLUTIONS	9009-1028051	Materials & Supplies - CWRP Effluent	Materials & supplies		689.12
58720	11/16/2022	ROYAL INDUSTRIAL SOLUTIONS	9009-1028219	Repair Parts - AC Unit RMWTP Skid 1	Repair Parts & Equipment-RMWTP		220.94
58783	12/05/2022	ROYAL INDUSTRIAL SOLUTIONS	9009-1027429	Contractor for MMC AC Units	Repair parts & equipment		204.35
Vendor ROY03 - ROYAL INDUSTRIAL SOLUTIONS Total:							5694.1

58784	12/05/2022	RT LAWRENCE CORPORATION	47686	Lockbox Services -Processing November 2022 Pymts	Outsd contracts		687.71
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Vendor: SCF01 - SC Fuels

58721	11/15/2022	SC Fuels	2257353IN	Material & Supplies - FUEL	Materials & supplies	1690.99
58785	12/05/2022	SC Fuels	2237044IN	Material & Supplies- FUEL	Materials & supplies	2606.2
58785	12/05/2022	SC Fuels	2262291IN	Material & Supplies- FUEL	Materials & supplies	1288.41
58785	12/05/2022	SC Fuels	2267368IN	Material & Supplies- FUEL	Materials & supplies	1444.33
58785	12/05/2022	SC Fuels	2268064IN	Material & Supplies- FUEL - Pond 1	Materials & supplies	2106.41
58785	12/05/2022	SC Fuels	2272415IN	Material & Supplies- FUEL	Materials & supplies	1378.01
58785	12/05/2022	SC Fuels	2276304IN	Material & Supplies- FUEL	Materials & supplies	1149.96

Vendor SCF01 - SC Fuels Total: 11664.31

58786	12/06/2022	SCOTT J SCHAFER	00004609	Deposit Refund Act 4609- 1421 Spyglass Wy	Refunds payable	7.37
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Vendor: \S213 - SHEA HOMES SO CAL INC

58722	11/15/2022	SHEA HOMES SO CAL INC	00011916	Overpayment Closed Account Refund-5024 Trevor Dr	Refunds payable	19.15
58787	12/06/2022	SHEA HOMES SO CAL INC	00000005	Fire Hydrant #06 Deposit Refund- Account 000005	Refunds payable	832.32
58787	12/06/2022	SHEA HOMES SO CAL INC	00000006	Fire Hydrant #7 Deposit Refund- Account 000006	Refunds payable	832.32
58787	12/06/2022	SHEA HOMES SO CAL INC	00006417	Fire Hydrant #24 Deposit Refund- Account 6417	Refunds payable	826.44
58787	12/06/2022	SHEA HOMES SO CAL INC	00006734	Fire Hydrant #12 Deposit Refund- Account 6734	Refunds payable	832.32

Vendor \S213 - SHEA HOMES SO CAL INC Total: 3342.55

Vendor: SMT01 - SM TIRE, INC.

58723	11/14/2022	SM TIRE, INC.	247716	Tilly Tire Repair	Repair parts & equipment	368
58723	11/14/2022	SM TIRE, INC.	247732	Tilly Tire Repair	Repair parts & equipment	283.75

Vendor SMT01 - SM TIRE, INC. Total: 651.75

Vendor: SCE01 - SOUTHERN CALIF. EDISON

1101	11/17/2022	SOUTHERN CALIF. EDISON	October 2022	Current Usage Charges-October	Pumping power Potable	52745.86
1101	11/17/2022	SOUTHERN CALIF. EDISON	October 2022	Current Usage Charges-October	Pumping Power-RMWTP	31322.2
1101	11/17/2022	SOUTHERN CALIF. EDISON	October 2022	Current Usage Charges-October	Pumping power-Non-potable	110976.79
1101	11/17/2022	SOUTHERN CALIF. EDISON	October 2022	Current Usage Charges-October	Utilities	3221.25

Vendor SCE01 - SOUTHERN CALIF. EDISON Total: 198266.1

Vendor: SCG01 - SOUTHERN CALIFORNIA GAS

1099	11/15/2022	SOUTHERN CALIFORNIA GAS	Oct 2022	Usage for October 2022- ACT 123-787-1794-1	Utilities	14.3
1099	11/15/2022	SOUTHERN CALIFORNIA GAS	Oct 2022-A	Usage for October 2022- ACT 170-013-9900-9	Utilities	9.27

Vendor SCG01 - SOUTHERN CALIFORNIA GAS Total: 23.57

58788	12/05/2022	SPARKLETTS	4667386-1127	Distilled Bottled Water	Outsd contracts	38.47
58789	12/06/2022	SPENCER STACY	00003535	Deposit Refund Act 3535 - 5004 Alta Colina Rd	Refunds payable	35.59
58790	12/06/2022	SRI MAGNATI	00001338	Deposit Refund Act 1338- 176 Camino Ruiz	Refunds payable	39.99

Vendor: STA05 - STATE WATER RESOURCES CONTROL BOARD

58725	11/16/2022	STATE WATER RESOURCES CONTROL BOARD	D3 Test-ChrisC	D3 Test Chris Casteneda	Dues & subscrip	70
58726	11/16/2022	STATE WATER RESOURCES CONTROL BOARD	T2 Test-ChrisC	T2 Test- Chris Casteneda	Dues & subscrip	65
58791	12/05/2022	STATE WATER RESOURCES CONTROL BOARD	G3-Renewal-Te	Grade 3 - Continuing Education Renewal	Dues & subscrip	120

Vendor STA05 - STATE WATER RESOURCES CONTROL BOARD Total: 255

58724	11/15/2022	State Water Resources Control Board	WW5-Renew-J	Grade 5 Waste Water Renewal-Jude Kiewewetter	Dues & subscrip	110
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58727	11/14/2022	THE HATHAWAY LAW FIRM, LLP	201988	PFAS legal services	Legal services	61.15
58727	11/14/2022	THE HATHAWAY LAW FIRM, LLP	202429	PFAS Legal Services	Legal services	30.58
58727	11/14/2022	THE HATHAWAY LAW FIRM, LLP	202430	Legal Services	Legal services	2813.04
58792	12/06/2022	THE HATHAWAY LAW FIRM, LLP	202774	PFAS Legal Services	Legal services	30.58
58792	12/06/2022	THE HATHAWAY LAW FIRM, LLP	202775	Legal Services	Legal services	2629.58
Vendor HAT01 - THE HATHAWAY LAW FIRM, LLP Total:						5564.93

58793	11/22/2022	THOMAS SCIENTIFIC	2776933	Lab Supplies	Materials & supplies	102.55
58793	11/22/2022	THOMAS SCIENTIFIC	2778157	Lab Supplies	Materials & supplies	31.2
Vendor THO09 - THOMAS SCIENTIFIC Total:						133.75

58794	12/05/2022	UNDERGROUND SERVICE ALERT OF SOUTHERN 1120220210	Dig Alert Tickets - Monthly	Outsd contracts	318
58794	12/05/2022	UNDERGROUND SERVICE ALERT OF SOUTHERN 22-2301770	Dig Alert Tickets - Monthly	Outsd contracts	120.74
Vendor UND01 - UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA, INC Total:					438.74

58795	12/05/2022	UNIFIED FIELD SERVICES CORPORATION	Pymt 15	PV Well No. 2 Construction Services	Construction in progress	FY22-0010-R1	61936.06
58795	12/05/2022	UNIFIED FIELD SERVICES CORPORATION	Retention Pym	Retention Payment 15	Contractor's retention		-6193.61
Vendor UNI12 - UNIFIED FIELD SERVICES CORPORATION Total:							55742.45

58797	12/05/2022	USA BLUE BOOK	183773	Lab Materials and Supplies	Materials & supplies	90.33
58797	12/05/2022	USA BLUE BOOK	184840	Tryptic Soy Broth for the Lab Materials	Materials & supplies	138.73
Vendor USA01 - USA BLUE BOOK Total:						229.06

58733	11/14/2022	W W GRAINGER, INC.	9505213364	Fire Extinguisher Hangers	Materials & supplies	108.28
58733	11/14/2022	W W GRAINGER, INC.	9507992015	TR - CO2 system	Materials & supplies	466.33
58733	11/16/2022	W W GRAINGER, INC.	9510032197	Small Tools and Equipment for Vehicles #3,#6	Materials & supplies	522.26
58799	12/05/2022	W W GRAINGER, INC.	9527965892	Repair Parts - Penny Well - Blower	Repair parts & equipment	105.05
Vendor WWG01 - W W GRAINGER, INC. Total:						1201.92

58800	12/05/2022	WALTON MOTORS & CONTROLS, INC	43772	Motor Repair PS 3	Repair parts & equipment	FY23-0102	4298.24
58734	11/14/2022	WATEREUSE ASSOCIATION	D47497	watereuse membership	Dues & subscrip		1312.5
58801	12/06/2022	WATERWISE CONSULTING, INC	7361	Landscape audit services	Outsd contracts	FY23-0045	555
Vendor: WES13 - West Coast Air Conditioning							
58802	12/06/2022	West Coast Air Conditioning	J16506	Replace A/C in main server room	Repair parts & equipment	FY23-0111	6800
58802	12/05/2022	West Coast Air Conditioning	S128589	AC Maintenance	Outsd contracts		763.42
58802	12/06/2022	West Coast Air Conditioning	S128835	AC Maintenance	Outsd contracts		355
58802	12/05/2022	West Coast Air Conditioning	S129010	AC Maintenance	Outsd contracts		900
Vendor WES13 - West Coast Air Conditioning Total:							8818.42
58803	12/07/2022	WIENHOFF DRUG TESTING	108933	Annual Consortium Membership	Dues & subscrip		595
58804	12/06/2022	WILLIAM S MONTIJO	00001697	Deposit Refund Act 1697 - 484 Yorba Linda Pl	Refunds payable		91.15
58805	12/06/2022	WILMA ENRIQUEZ	00007501	Deposit Refund Act 7501 - 4409 Via Marquesa	Refunds payable		90.63
Vendor: WIL05 - Wilmington Trust							
1108	12/05/2022	Wilmington Trust	Bond2016-Prin	Bond 2016 Principal & Interest Pymt	Current Debt Bond 2016		660000
1108	12/05/2022	Wilmington Trust	Bond2016-Prin	Bond 2016 Principal & Interest Pymt	Interest Expense Potable		159313.13
1108	12/05/2022	Wilmington Trust	Bond2016-Prin	Bond 2016 Principal & Interest Pymt	Interest Expense Non-Potable		3526.2
1108	12/05/2022	Wilmington Trust	Bond2016-Prin	Bond 2016 Principal & Interest Pymt	Interest Expense Wastewater		22360.47
Vendor WIL05 - Wilmington Trust Total:							845199.8
Vendor: WOO04 - WOODARD & CURRAN, INC.							
58806	12/06/2022	WOODARD & CURRAN, INC.	211519	2023 Master Plan	Prof services	FY23-0008	66506.96
58806	12/06/2022	WOODARD & CURRAN, INC.	211520	Strategic Plan	Prof services	FY22-0322-R1	8093.5
Vendor WOO04 - WOODARD & CURRAN, INC. Total:							74600.46
Vendor: ZWO01 - ZWORLD GIS, LLC							
58735	11/16/2022	ZWORLD GIS, LLC	2022-0352	Geographical Information Systems Support Services	Outsd contracts	FY23-0011	4500
58807	12/07/2022	ZWORLD GIS, LLC	2022-0365	Geographical Information Systems Support Services	Outsd contracts	FY23-0011	4500
Vendor ZWO01 - ZWORLD GIS, LLC Total:							9000
TOTAL VENDOR PAYMENTS-CAMROSA							\$ 2,636,497.97
1104	12/01/2022	ACWA/JPIA	11-22 PR ME	Cobra Premium Keyes & Medical Premium Dir. West	Accounts receivable - other		45957.58
Vendor: PER05 - CAL PERS 457 PLAN							
DFT000	11/03/2022	CAL PERS 457 PLAN	INV0012343	Deferred Compensation	Deferred comp - ee paid		2466.46
DFT000	11/17/2022	CAL PERS 457 PLAN	INV0012386	Deferred Compensation	Deferred comp - ee paid		2466.46
DFT000	12/01/2022	CAL PERS 457 PLAN	INV0012443	Deferred Compensation	Deferred comp - ee paid		1966.46
Vendor PER05 - CAL PERS 457 PLAN Total:							6899.38
DFT000	11/17/2022	COLONIAL SUPPLEMENTAL INS	INV0012382	Colonial Benefits	Colonial benefits		279.22
Vendor: EDD01 - EMPLOYMENT DEVELOP. DEPT.							
DFT000	11/03/2022	EMPLOYMENT DEVELOP. DEPT.	INV0012360	Payroll-SIT	P/R-sit		4771.32
DFT000	11/17/2022	EMPLOYMENT DEVELOP. DEPT.	INV0012411	Payroll-SIT	P/R-sit		4246.41
DFT000	12/01/2022	EMPLOYMENT DEVELOP. DEPT.	INV0012460	Payroll-SIT	P/R-sit		4685.74
Vendor EDD01 - EMPLOYMENT DEVELOP. DEPT. Total:							13703.47

Vendor: HEA02 - HealthEquity

DFT000: 11/03/2022	HealthEquity	INV0012347	HSA-Employee Contribution	HSA Contributions Payable	438.46
DFT000: 11/03/2022	HealthEquity	INV0012348	HSA Contributions	HSA Contributions Payable	200
DFT000: 11/17/2022	HealthEquity	INV0012391	HSA-Employee Contribution	HSA Contributions Payable	438.46
DFT000: 11/17/2022	HealthEquity	INV0012392	HSA Contributions	HSA Contributions Payable	200
DFT000: 12/01/2022	HealthEquity	INV0012447	HSA-Employee Contribution	HSA Contributions Payable	438.46
DFT000: 12/01/2022	HealthEquity	INV0012448	HSA Contributions	HSA Contributions Payable	200
Vendor HEA02 - HealthEquity Total:					1915.38

Vendor: LNL01 - LINCOLN FINANCIAL GROUP

1088 11/03/2022	LINCOLN FINANCIAL GROUP	INV0012344	Deferred Compensation	Deferred comp - ee paid	2183
1097 11/17/2022	LINCOLN FINANCIAL GROUP	INV0012387	Deferred Compensation	Deferred comp - ee paid	2183
1103 12/01/2022	LINCOLN FINANCIAL GROUP	INV0012444	Deferred Compensation	Deferred comp - ee paid	2183
Vendor LNL01 - LINCOLN FINANCIAL GROUP Total:					6549

Vendor: RFS01 - LINCOLN FINANCIAL GROUP

1089 11/03/2022	LINCOLN FINANCIAL GROUP	INV0012356	Profit Share Contribution	Profit share contributions	2691.33
1098 11/17/2022	LINCOLN FINANCIAL GROUP	INV0012405	Profit Share Contribution	Profit share contributions	2691.33
1102 12/01/2022	LINCOLN FINANCIAL GROUP	INV0012456	Profit Share Contribution	Profit share contributions	2691.33
Vendor RFS01 - LINCOLN FINANCIAL GROUP Total:					8073.99

Vendor: PER01 - PUBLIC EMPLOYEES

DFT000: 11/03/2022	PUBLIC EMPLOYEES	INV0012345	PERS-Classic Employee Portion	P/R-state ret.	16932.98
DFT000: 11/17/2022	PUBLIC EMPLOYEES	INV0012389	PERS-Classic Employee Portion	P/R-state ret.	16932.98
DFT000: 12/01/2022	PUBLIC EMPLOYEES	INV0012445	PERS-Classic Employee Portion	P/R-state ret.	16932.98
Vendor PER01 - PUBLIC EMPLOYEES Total:					50798.94

DFT000: 11/17/2022	SYMETRA LIFE INS CO.	INV0012393	Life Insurance	Life ins.	270.25
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Vendor: UNI10 - UNITED STATES TREASURY

DFT000: 11/03/2022	UNITED STATES TREASURY	INV0012357	FIT	P/R-fit	12349.82
DFT000: 11/03/2022	UNITED STATES TREASURY	INV0012358	Payroll-Social Security Tax	P/R - ee social security	211.24
DFT000: 11/03/2022	UNITED STATES TREASURY	INV0012359	Payroll- Medicare Tax	P/R - ee medicare	3221.03
DFT000: 11/17/2022	UNITED STATES TREASURY	INV0012408	FIT	P/R-fit	10856.29
DFT000: 11/17/2022	UNITED STATES TREASURY	INV0012409	Payroll-Social Security Tax	P/R - ee social security	660.74
DFT000: 11/17/2022	UNITED STATES TREASURY	INV0012410	Payroll- Medicare Tax	P/R - ee medicare	3152.45
DFT000: 12/01/2022	UNITED STATES TREASURY	INV0012457	FIT	P/R-fit	12055.87
DFT000: 12/01/2022	UNITED STATES TREASURY	INV0012458	Payroll-Social Security Tax	P/R - ee social security	104.34
DFT000: 12/01/2022	UNITED STATES TREASURY	INV0012459	Payroll- Medicare Tax	P/R - ee medicare	3142.65
Vendor UNI10 - UNITED STATES TREASURY Total:					45754.43

Vendor: UWA01 - UNITED WAY OF VENTURA CO.

58679 11/03/2022	UNITED WAY OF VENTURA CO.	INV0012342	Charity-United Way	P/R-charity	20
58729 11/17/2022	UNITED WAY OF VENTURA CO.	INV0012381	Charity-United Way	P/R-charity	20
58737 12/01/2022	UNITED WAY OF VENTURA CO.	INV0012442	Charity-United Way	P/R-charity	20
Vendor UWA01 - UNITED WAY OF VENTURA CO. Total:					60

Vendor: UNU01 - UNUM LIFE INSURANCE

1105 12/01/2022	UNUM LIFE INSURANCE	INV0012394	Lont Term Disability	Ltd ins.	1112.38
1105 12/01/2022	UNUM LIFE INSURANCE	INV0012406	Short Term Disability	P/R-std ins.	260.25
Vendor UNU01 - UNUM LIFE INSURANCE Total:					1372.63

TOTAL PAYROLL VENDOR PAYMENTS-CAMROSA**\$ 181,634.27**

Board Memorandum

December 15, 2022

To: Tony Stafford, General Manager

From: Ian Prichard, Assistant General Manager

Subject: Fire Pump Controller at the Highlands Pump Station

Objective: Replace the fire pump controller at the Highlands Pump Station.

Action Required: Ratify the action of the General Manager to purchase and install a fire pump controller for the Highlands Pump Station from Approved Fire Pump for \$30,930.00.

Discussion: The Highlands housing development in Santa Rosa Valley is a “pumped zone,” meaning a pump station provides pressure to the development on demand, rather than the system floating off a tank, as in most of the rest of the District. The existing service pumps provide sufficient flow to maintain pressure during normal operation. In case of a significant pressure drop—as would be experienced in case of fire trucks connecting to hydrants—a “fire pump” kicks on to put more water into the zone. During recent testing, the pressure transducer in the fire pump controller blew, causing catastrophic damage to the controller.

Due to the criticality of this equipment, the General Manager authorized the purchase on an emergency basis. The fire pump has been ordered with an estimated ship date of January 24, 2023. The purchase price of \$30,930.00 includes installation.

In the meantime, until the new controller is installed, operations staff has programmed the SCADA system to ensure response to pressure drops in the case of a fire.

Board Memorandum

December 15, 2022

To: General Manager

From: Donnie Alexander, Administrative Asst.

Subject: Board of Directors Meeting Calendar for 2023

Objective: Receive the Board meeting calendar for 2023.

Action Required: Adopt a calendar of regular Board meetings for calendar year 2023.

Discussion: Prior to the beginning of each calendar year, the Board adopts its official calendar for Board meetings. The attached Board meeting calendar has been prepared to provide meetings that generally coincide with the second and fourth Thursday of each month. Where holidays or conferences interfere with that schedule, the meetings have been adjusted to maintain regular opportunities for the Board to conduct the District's business. Upon adoption, this will become the regular 2023 Board meeting schedule and made available to the public.

2023 Camrosa Board Calendar

JANUARY							FEBRUARY							MARCH							2023 Holidays						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	January 2 nd - New Year's Holiday (Observed)						
1	2	3	4	5	6	7				1	2	3	4				1	2	3	4	February 20 th - President's Day						
8	9	10	11	12	13	14	5	6	7	8	9	10	11	5	6	7	8	9	10	11	May 29 th - Memorial Day						
15	16	17	18	19	20	21	12	13	14	15	16	17	18	12	13	14	15	16	17	18	July 4 th - Independence Day						
22	23	24	25	26	27	28	19	20	21	22	23	24	25	19	20	21	22	23	24	25	September 4 th - Labor Day						
29	30	31					26	27	28					26	27	28	29	30	31		November 13 th - Veteran's Day						
																					November 23 rd & 24 th - Thanksgiving						
																					December 22 nd & 25 th - Christmas						
																					December 29 th - New Year's Eve						
APRIL							MAY							JUNE							2023 Conferences						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	CASA Winter Conf. (Palm Springs) - Jan. 25 th - 27 th						
						1		1	2	3	4	5	6					1	2	3	ACWA Spring Conf. (Monterey) - May 9 th - 11 th						
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10	CASA 68 th Annual Conf. (San Diego) - Aug. 9 th - 11 th						
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17	ACWA Fall Conf. (Indian Wells) - Nov. 28 th - 30 th						
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24							
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30								
30																											
JULY							AUGUST							SEPTEMBER							2023 AWA Meetings						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	"Water Issues" Third Tuesday (except Apr., Aug., Dec.)						
						1			1	2	3	4	5						1	2	Waterwise Breakfast (See yellow on calendar)						
2	3	4	5	6	7	8	6	7	8	9	10	11	12	3	4	5	6	7	8	9	AWA Board Meetings (See orange on calendar)						
9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16	May 25 th - Annual Symposium						
16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23	August - DARK (No Meetings or Events)						
23	24	25	26	27	28	29	27	28	29	30	31			24	25	26	27	28	29	30	September 28 th - Reagan Library Reception						
30	31																				December 7 th - Holiday Mixer						
OCTOBER							NOVEMBER							DECEMBER							2023 VCSA Meetings						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	February 7 th - Annual Dinner						
1	2	3	4	5	6	7				1	2	3	4						1	2	April 4 th						
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9	June 6 th						
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16	August 1 st						
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23	October 3 rd						
29	30	31					26	27	28	29	30			24	25	26	27	28	29	30	December 5 th						
														31													
Camrosa Water District 7385 Santa Rosa Road Camarillo, CA 93012							Note: Board of Directors meetings are highlighted in RED. Board Meetings are held on the 2nd & 4th Thursday of each month at 5pm unless indicated.																				

Board Memorandum

December 15, 2022

To: General Manager

From: Jozi Zabarsky, Customer Service Manager

Subject: Affirmation of Elected Board Members

Objective: Affirm newly elected Board Members.

Action Required: Affirm and receive Directors Foreman, Brown, and Nelson as members of the Board of Directors.

Discussion: Camrosa Water District consolidated the District's General Election with the County General Election held November 8, 2022. At the close of the filing of the elections, the County Clerk and Recorder received the incumbents' Declaration of Candidacy. One additional candidate filed a Declaration of Candidacy and was placed on the ballot for Division 2. Director Foreman ran unopposed for Division 5, so he was directly appointed to office. Andy Nelson ran unopposed for Division 1, so he was directly appointed to the office. Incumbent Director Jeff Brown won the election for Division 2.

The Directors are to take office on the first regular meeting in December following the election. The General Manager will administer the Oath of Office to Directors Brown, Foreman, and Nelson as they assume their seats for a four-year term as Directors of Camrosa Water District.

Board Memorandum

December 15, 2022

To: Board of Directors

From: Ian Prichard, Assistant General Manager

Subject: Near-Term Water Resources Planning Analysis

Objective: Further develop self-reliance.

Action Required: Authorize the General Manager to enter into an agreement with and issue a purchase order to Woodard & Curran in the amount of \$299,712.00 for a Near-Term Water Resources Planning Analysis.

Discussion: For three decades, Camrosa has striven to “build self-reliance.” The primary driver for shifting demand off imported water was, for most of that time, financial. District leadership saw the steepening increases in imported water costs as inexorable and determined to spend ratepayer funds on less costly alternatives. By developing local groundwater, including a brackish groundwater desalter, and building out non-potable systems, the District has over the past 25 years transferred approximately 50 percent of its demand from imported water to local sources. With all our local resources online, the District could meet approximately 80 percent of demand with local supplies. The District did all this for less than the cost of buying imported water all along.

The 2022 drought brought into stark relief another aspect of building self-reliance: the systems the District has depended on for imported water are not, it turns out, dependable. The California Department of Water Resources, Metropolitan Water District, and Calleguas Municipal Water District have not been able to meet demand; their contingency plans have amounted to draconian conservation measures. Despite years of pressure from Calleguas and its retail partners, including Camrosa, Metropolitan did not take seriously concerns about supply vulnerabilities in our portion of its service area. What this drought has done is exposed the consequences of their lack of planning.

Within this context, the Camrosa Board of Directors undertook a Strategic Plan update in the spring of 2022. The FY2022-23 Strategic Plan reiterates the importance to Camrosa of developing complete water supply independence and establishes doing so as a near-term strategic priority.

What it will take, infrastructure-wise, to do that is the subject of the attached Near-Term Water Resources Planning Analysis scope of work from Woodard & Curran. The proposal is informed by the Strategic Planning sessions that Woodard & Curran facilitated; the work Woodard & Curran is currently doing on the Near-Term CIP for Repair, Rehabilitation, and Replacement of Existing Infrastructure (approved at the July 14, 2022 Board meeting); and successive meetings with Camrosa staff and the ad hoc committee. The intent of this effort is to investigate the feasibility of building various local supply projects in the next five years, including planning-level cost estimates, and to combine the most promising of them into packages that would provide a roadmap to water independence for the Board’s consideration.

Woodard & Curran estimates an eight-month process to complete this analysis. There is significant overlap in the team between the existing services Woodard & Curran is providing the District. Staff have found Woodard & Curran to be professional, efficient, and responsive, and anticipate a successful project on this effort.

This project was not anticipated in the FY2022-23 budget.

**Camrosa Water District
7385 Santa Rosa Rd.
Camarillo, CA 93012
Telephone (805) 482-4677 - FAX (805) 987-4797**

Some of the important terms of this agreement are printed on pages 2 through 3. For your protection, make sure that you read and understand all provisions before signing. The terms on Page 2 through 3 are incorporated in this document and will constitute a part of the agreement between the parties when signed.

TO: Woodard & Curran
888 South Figueroa #1700
Los Angeles, CA 90017

DATE: December 15, 2002

Agreement No.: 2023-97

The undersigned Consultant offers to furnish the following: professional services for performing a near-term water resources planning analysis for Camrosa Water District per proposal dated December 6, 2022 (attached)

Contract price \$: Not to exceed \$299,712 per proposal attached

Contract Term: December 15, 2022 – December 31, 2023

Instructions: Sign and return original. Upon acceptance by Camrosa Water District, a copy will be signed by its authorized representative and promptly returned to you. Insert below the names of your authorized representative(s).

Accepted: Camrosa Water District

Consultant: Woodard & Curran Inc.

By: _____
Tony L. Stafford

By: _____
Persephene St. Charles

Title: General Manager

Title: Senior Vice President

Date: _____

Date: _____

Other authorized representative(s):

Other authorized representative(s):

Consultant agrees with Camrosa Water District (District) that:

- a. Indemnification: To the extent permitted by law, Consultant shall hold harmless, defend at its own expense, and indemnify the District, its directors, officers, employees, and authorized volunteers, against any and all liability, claims, losses, damages, or expenses, including **reasonable attorney's fees and costs, arising from** negligent acts, errors or omissions of Consultant or its officers, agents, or employees in rendering services under this contract; excluding, however, such liability, claims, losses, damages or expenses arising from the District's sole negligence or willful acts.
- b. Minimum Insurance Requirements: Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries or death to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Consultant, his agents, representatives, employees or subcontractors.
- c. Coverage: Coverage shall be at least as broad as the following:
 1. Commercial General Liability (CGL) - Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 00 01) including products and completed operations, property damage, bodily injury, personal and advertising injury with limit of at least two million dollars (\$2,000,000) per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (coverage as broad as the ISO CG 25 03, or ISO CG 25 04 endorsement provided to the District) or the general aggregate limit shall be twice the required occurrence limit.
 2. Automobile Liability - (If applicable) Insurance Services Office (ISO) Business Auto Coverage (Form CA 00 01), covering Symbol 1 (any auto) or if Consultant has no owned autos, Symbol 8 (hired) and 9 (non-owned) with limit of one million dollars (\$1,000,000) for bodily injury and property damage each accident.
 3. Workers' Compensation Insurance - as required by the State of California, with Statutory Limits, and **Employer's Liability Insurance with limit of no less than \$1,000,000 per** accident for bodily injury or disease.
 4. Waiver of Subrogation: The insurer(s) named above agree to waive all rights of subrogation against the District, its directors, officers, employees, and authorized volunteers for losses paid under the terms of this policy which arise from work performed by the Named Insured for the District; but this provision applies regardless of whether or not the District has received a waiver of subrogation from the insurer.
 5. Professional Liability - (also known as Errors & Omission) Insurance appropriate to the Consultant profession, with limits no less than \$1,000,000 per occurrence or claim, and \$2,000,000 policy aggregate.
- d. If Claims Made Policies:
 1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
 2. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work.
 3. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant **must purchase "extended reporting"** coverage for a minimum of five (5) years after completion of contract work.

If the Consultant maintains broader coverage and/or higher limits than the minimums shown above, the District requires and shall be entitled to the broader coverage and/or higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the District. The parties agree that neither party shall be responsible or liable to the other party for special, indirect or consequential damages and the total aggregate liability of each respective party under this Agreement for any and all claims against such party whatsoever arising out of this Agreement shall not exceed the total insurance proceeds **paid under such respective party's applicable insurance policies subject to the minimum limits specified in this Agreement.**

Other Required Provisions: The general liability policy must contain, or be endorsed to contain, the following provisions:

- a. Additional Insured Status: District, its directors, officers, employees, and authorized volunteers are to be given additional insured status (at least as broad as ISO Form CG 20 10 10 01), with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations.
- b. Primary Coverage: For any claims related to this project, the Consultant's insurance coverage shall be primary at least as broad as ISO CG 20 01 04 13 as respects to the District, its directors, officers, employees, and authorized volunteers. Any insurance or self-insurance maintained by the District, its directors, officers, employees, and authorized volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

Notice of Cancellation: Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the District.

Self-Insured Retentions: Self-insured retentions must be declared to and approved by the District. The District may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or the District.

Acceptability of Insurers: Insurance is to be placed with insurers having a current A.M. Best rating of no less than A:VII or as otherwise approved by the District.

Verification of Coverage: Consultant shall furnish the District with certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the District before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The District reserves the right to require certified redacted copies of all required insurance policies, including policy Declaration and Endorsements pages listing all policy endorsements. If any of the required coverages expire during the term of this agreement, the Consultant shall deliver the renewal certificate(s) including the general liability additional insured endorsement to Camrosa Water District prior to the expiration date.

Subcontractors: Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that the District, its directors, officers, employees, and authorized volunteers are an additional insured on Commercial General Liability Coverage.

Other Requirements:

- a. Consultant shall not accept direction or orders from any person other than the General Manager or the person(s) whose name(s) is (are) inserted on Page 1 as "other authorized representative(s)."
- b. Payment, unless otherwise specified on Page 1, is to be 30 days after acceptance by the District.
- c. Permits required by governmental authorities will be obtained at Consultant's expense, and Consultant will comply with applicable local, state, and federal regulations and statutes including Cal/OSHA requirements.
- d. Any change in the scope of the professional services to be done, method of performance, nature of materials or price thereof, or to any other matter materially affecting the performance or nature of the professional services will not be paid for or accepted unless such change, addition or deletion is approved in advance, in writing by the District. Consultant's "other authorized representative(s)" has/have the authority to execute such written change for Consultant.

The District may terminate this Agreement at any time, with or without cause, giving written notice to Consultant, specifying the effective date of termination.

Via Electronic Mail

December 6, 2022



Ian Prichard
Assistant General Manager
Camrosa Water District
7385 Santa Rosa Road
Camarillo, CA 93012

Re: Proposal for Performing a Near-Term Water Resources Planning Analysis for the Camrosa Water District

Dear Mr. Prichard,

Woodard & Curran is pleased to present our proposal to perform a near-term water resources planning analysis for the Camrosa Water District (District). Our proposal includes the scope of work, schedule and fee for analyzing potential water supply project options that can eliminate the District's reliance on imported water use in the next five years.

Our proposed workplan will, by August 2023, identify a package of water supply options to allow the District to replace or offset its current imported water supplies in the next five years. These options will describe the projected volume, estimated cost, and anticipated timeline of various water supply projects; what constraints their development will have on distribution system operation; as well as how projects could fit together into various alternative approaches to achieving water independence. Continuous feedback and dialogue with District staff throughout the water resources planning analysis will be critical to completing the following:

- Confirming baseline current demand, including frequency and duration of "max day demand factors"
- Defining water supply options that can be implemented in the near-term, with identification of water supply quantities and conveyance requirements for each
- Packaging of water supply options into water supply scenarios
- Performing hydraulic modeling simulations for baseline conditions and for water supply scenarios

It is anticipated that upon completion of this analysis, the District will be able to confidently pursue design and construction of a suite of projects that will achieve water independence.

We thank you for the opportunity to submit our proposal and look forward to working with you on this exciting project.

Sincerely,

A handwritten signature in blue ink that reads 'Persephene St Charles'.

Persephene St Charles
Principal-in-Charge

A handwritten signature in blue ink that reads 'Brian Van Lienden'.

Brian Van Lienden
Project Manager

SCOPE OF WORK



Task 1: Project Management and Meetings

Subtask 1.1 Project Management and Controls

Woodard & Curran will set up and maintain project management and controls systems to ensure that the project scope, schedule and budget are maintained. This subtask will cover a period of eight months. Woodard & Curran will conduct up to sixteen 30-minute project progress calls with District staff to indicate progress and receive necessary input.

Woodard & Curran will develop and submit to the District monthly progress reports documenting at the task level, the following:

- summary of work completed over the most recent month
- list of proposed activities for the upcoming month
- project budget status
- major decisions
- project schedule status

Subtask 1.2 Technical Workshops

Woodard & Curran will participate in up to six (6) technical workshops to kick off the analysis, get input on analysis to be conducted as well as input on key results. It is assumed that up to three of these workshops will be in person and the others will be conducted via teleconference.

Task 1 Deliverables:

- Eight (8) monthly progress reports
- Workshop materials

Task 2: Develop and Characterize Scenarios

Subtask 2.1 Confirm Baseline Current Demand

Existing condition demand estimates will be developed for the potable and non-potable systems. The frequency and duration of various maximum daily demand factors will be highlighted to help the District in its consideration of how to meet requirements for instantaneous production capacity as well as total annual volumes. Estimates will be based on data from the Camrosa Urban Water Management Plan as well as from the existing-condition potable and non-potable hydraulic models of the Camrosa Water District system.

Subtask 2.2 Define Supply Project Options

Woodard & Curran will work with the District to identify supply options. Potential options will be screened based upon their ability to be on-line within five years. No option will be further



considered if it cannot be used to reduce imported water use by 2029. The list of assumed options includes the following options:

1. Expansion of the non-potable water system
2. Incorporate additional wells in the Pleasant Valley Basin (one currently being pursued; may want additional)
3. Incorporate additional wells in the Santa Rosa Basin (southwest corner “mound” near creek)
4. Development of a desalter in the Santa Rosa Basin to eliminate blending and treat additional wells
5. Aquifer storage and recovery (ASR) of Conejo Creek water in Santa Rosa Basin

It is assumed that up to ten (10) options will be defined and that the list of options will be discussed and vetted at a technical workshop as part of Task 1. For each option, an estimated average annual supply and monthly supply pattern will be defined, as well as the entry point into the potable and non-potable systems models. Facilities required for implementation of each option will be identified. Aspects of project definition will include, but not be limited to, the following:

- Project capacity, in terms of volume and flow
- Conceptual facility layout
- Pipeline diameter and routing
- General description of facility operation

Woodard & Curran will develop a high-level (+/-30% range) capital cost estimate for each water supply project. A cost table will be developed that compares the total estimated capital cost for each water supply option.

Subtask 2.3 Package Water Supply Scenarios

Up to six (6) water supply scenarios will be developed that can meet the District’s baseline water demands. Based on previous discussion with District staff and Board members, it is assumed that each scenario will need to result in a complete offset of current imported water supplies. For each scenario, Woodard & Curran will develop a list of options to be included. A draft list of scenarios will be developed and discussed through a technical workshop included in Task 1.

A draft technical memorandum that summarizes the options and scenarios created will be submitted to District staff for review. District comments will be incorporated into the final technical memorandum.

Task 2 Deliverables:

- Table depicting water supply scenarios, with characterization of options to be included in each scenario
- Draft and final scenarios technical memorandum



Task 3: Perform Hydraulic Modeling of Water Supply Scenarios

Subtask 3.1 Develop Baseline Models

Baseline models for the potable and non-potable systems will be developed using the Existing Condition version of the potable and non-potable water system hydraulic models developed under the Near-Term CIP scope of work (representing existing water usage). Improvement project recommendations identified in the Near-Term CIP scope of work may be included in the Baseline Condition model; Woodard & Curran will discuss which Near-Term CIP projects to include with District staff and the TAC. Final Baseline versions of the potable and non-potable models will then be developed that include the agreed upon projects.

Subtask 3.2 Perform Model Simulations for Water Supply Scenarios

Woodard & Curran will perform an analysis of the water supply scenarios defined in Task 2 using the Baseline potable and non-potable water system hydraulic models developed in Subtask 3.1. Model scenarios will be developed for each of the six water supply scenarios developed in Task 2. This will include updating the Existing Condition potable and non-potable hydraulic baseline models to represent the changes to the timing and delivery of water supplies as defined for each scenario in Task 2. For each supply scenario, two simulations will be performed: 1) with current system storage operating rules, and 2) with storage rules adjusted to optimize system storage to minimize the occurrence of peak flows in excess of current conveyance capacities. The supply scenarios will be evaluated under maximum day demand conditions.

Subtask 3.3 Modeling Assessment

Each scenario will be evaluated with respect to the criteria identified in the Near-Term CIP scope of work.

Results developed for each scenario will be compared to the Existing Condition baseline scenario. Where conveyance deficiencies are identified (such as excessive velocities), capacity improvement projects will be identified to relieve the deficiency. Tables and figures will be developed depicting the results of the model simulations.

In addition, Woodard & Curran will develop a high-level capital cost estimate for each infrastructure improvement identified by the hydraulic modeling analysis.

Subtask 3.4 Develop Hydraulic Analysis Technical Memorandum

The Contractor will prepare a draft and final Hydraulic Analysis Technical Memorandum to summarize the approach and results of the hydraulic modeling simulations. A draft technical memorandum will be submitted to District staff for review. District comments will be incorporated into the final technical memorandum.

Task 3 Deliverables:

- Tables and figures will be developed depicting the results of the model simulations and cost estimation
- Draft and final hydraulic analysis technical memorandum



Schedule

The following schedule allows for completion of the Near-Term CIP by August 2023.

	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023
1. Project Management & Meetings									
2. Develop and Characterize Scenarios									
3. Perform Hydraulic Analysis of Water Supply Scenarios									



Fee

Camrosa Water District										Fee Estimate		
Near-Term Water Resources Planning Analysis										November 16, 2022		
Tasks	Labor							ODCs		Total		Total Fee
	Persephene St. Charles	Brian Van Lienden	Max Storms	Chris Van Lienden	Zoey Wang	Planner/Engineer	Admin.	Total Hours	Total Labor Costs (1)	ODCs	Total ODCs (3)	
	PIC	PM	Project Engineer	Modeling Lead	Modeling	Support	Admin					
	\$343	\$307	\$270	\$307	\$255	\$213	\$125					
Task 1: Project Management and Meetings												
1.1 Project Management and Controls	4	40	40	4			12	100	\$27,180		\$0	\$27,180
1.2 Technical Workshops (6)	12	36	24	18				90	\$27,174	\$540	\$594	\$27,768
Subtotal Task 1:	16	76	64	22	0	0	12	190	\$54,354	\$540	\$594	\$54,948
Task 2: Develop and Characterize Scenarios												
2.1 Confirm Baseline Current Demand		4	8			8		20	\$5,092		\$0	\$5,092
2.2 Define Supply Project Options (10)	16	80	160	4		40		300	\$82,996		\$0	\$82,996
2.3 Package Water Supply Scenarios (6) + develop TM	8	40	72	4		40		164	\$44,212		\$0	\$44,212
Subtotal Task 2:	24	124	240	8	0	88	0	484	\$132,300	\$0	\$0	\$132,300
Task 3: Perform Hydraulic Modeling of Water Supply Scenarios												
3.1 Develop Baseline Models		2	2	12	24	8		48	\$12,662		\$0	\$12,662
3.2 Perform Model Simulations of Water Supply Scenarios (12)		8	8	24	48	72		160	\$39,560		\$0	\$39,560
3.3 Modeling Assessment		12	12	24	40	40		128	\$33,012		\$0	\$33,012
3.4 Develop Draft and Final Hydraulic Analysis TM	2	8	8	16	40	32		106	\$27,230		\$0	\$27,230
Subtotal Task 3:	2	30	30	76	152	152	0	442	\$112,464	\$0	\$0	\$112,464
TOTAL	42	230	334	106	152	240	12	1116	\$299,118	\$540	\$594	\$299,712
1. The individual hourly rates include salary, overhead and profit.												
2. Subconsultants will be billed at actual cost plus 10%.												
3. Other direct costs (ODCs) such as reproduction, delivery, mileage (rates will be those allowed by current IRS guidelines), and travel expenses, will be billed at actual cost plus 10%.												
4. W&C reserves the right to adjust its hourly rate structure and ODC markup at the beginning of the calendar year for all ongoing contracts.												
5. Additional Woodard & Curran staff may perform work on the project, based on our standard billing rate schedule currently in effect.												

Board Memorandum

December 15, 2022

To: General Manager

From: Michael Phelps, Water Quality and Environmental Compliance Supervisor

Subject: Laboratory Information Management System (LIMS)

Objective: Improve management of the District's water quality data.

Action Required: Authorize the General Manager to enter into an agreement with and issue a purchase order, in an amount not to exceed \$76,398.00, to Aquatic Informatics to acquire a LIMS.

Discussion: Camrosa operates two water quality laboratories accredited by the State of California's Environmental Laboratory Accreditation Program (ELAP). This accreditation is required to report any water quality data to the state for regulatory purposes.

Recently, ELAP adopted a new set of guidelines and operating procedures that all California accredited laboratories must follow. This new laboratory standard, the NELAC Institute standard (or "TNI"), requires a more detailed level of documentation than was previously required. Up until this time, the District stored water quality data in a series of paper bench sheets and Excel spreadsheets. A LIMS system will allow us to log samples, keep track of what samples need to be pulled and when, and store data directly in digital format. The software will automatically record important metadata and maintain an audit log. Additional tools for analysis, reporting, and operational applications will be made easier by implementation of a LIMS.

Upon implementation of the LIMS software, a reoccurring annual license fee in the amount of \$3,653.64 will be due starting the second year. An additional annual fee in the amount of \$4,250 will be due for RIO, a mobile application service, if we choose to keep it past the 1-year trial period. The first installment of the RIO software is included in the initial billing but will be refunded in full as the first year of RIO will be complimentary. This charge was required to initiate the RIO software delivery. These annual fee(s) will become an operational budget line item and may be adjusted annually.

This is an approved capital project.

**Camrosa Water District
7385 Santa Rosa Rd.
Camarillo, CA 93012
Telephone (805) 482-4677 - FAX (805) 987-4797**

Some of the important terms of this agreement are printed on pages 2 through 3. For your protection, make sure that you read and understand all provisions before signing. The terms on Page 2 through 3 are incorporated in this document and will constitute a part of the agreement between the parties when signed.

TO: Aquatic Informatics, Inc.
PO Box 7410215
Chicago, IL 60674-0215

DATE: December 15, 2022

Agreement No.: 2023-93

The undersigned Consultant offers to furnish the following: WIMS on-premise software at the District's water quality data management system as fully described in the attached WIMS Software License Agreement.

Contract price \$: One-Time License Fee - \$20,298.00 Professional Services - \$51,850.00 2 nd year license fee Rio-M \$4,250 – optional 2 nd year license fee WIMS \$3,653.64 As fully outline in the attached WIMS Software License Agreement

Contract Term: December 15, 2022 – December 14, 2023
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Instructions: Sign and return original. Upon acceptance by Camrosa Water District, a copy will be signed by its authorized representative and promptly returned to you. Insert below the names of your authorized representative(s).

Accepted: Camrosa Water District

Consultant: Aquatic Informatics, Inc.

By: _____
Tony L. Stafford

By: _____
Melissa Voronin

Title: General Manager

Title: General Manager

Date: _____

Date: _____

Other authorized representative(s):

Other authorized representative(s):

Consultant agrees with Camrosa Water District (District) that:

- a. **Indemnification:** To the extent permitted by law, Consultant shall hold harmless, defend at its own expense, and indemnify the District, its directors, officers, employees, and authorized volunteers, against any and all liability, claims, losses, damages, or expenses, including reasonable attorney's fees and costs, arising from negligent acts, errors or omissions of Consultant or its officers, agents, or employees in rendering services under this contract; excluding, however, such liability, claims, losses, damages or expenses arising from the District's sole negligence or willful acts.
- b. **Minimum Insurance Requirements:** Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries or death to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Consultant, his agents, representatives, employees or subcontractors.
- c. **Coverage:** Coverage shall be at least as broad as the following:
 1. **Commercial General Liability (CGL) -** Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 00 01) including products and completed operations, property damage, bodily injury, personal and advertising injury with limit of at least two million dollars (\$2,000,000) per occurrence and in the aggregate.
 2. **Automobile Liability -** (If applicable) Insurance Services Office (ISO) Business Auto Coverage (Form CA 00 01), covering Symbol 1 (any auto) or if Consultant has no owned autos, Symbol 8 (hired) and 9 (non-owned) with limit of one million dollars (\$1,000,000) for bodily injury and property damage each accident.
 3. **Workers' Compensation Insurance -** as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease.
 4. **Waiver of Subrogation:** The insurer(s) named above agree to waive all rights of subrogation against the District, its directors, officers, employees, and authorized volunteers for losses paid under the terms of this policy which arise from work performed by the Named Insured for the District; but this provision applies regardless of whether or not the District has received a waiver of subrogation from the insurer.
 5. **Professional Liability -** (also known as Errors & Omission) Insurance appropriate to the Consultant profession, with limits no less than \$1,000,000 per occurrence or claim, and \$2,000,000 policy aggregate.
 6. **Cyber Liability Insurance (Technology Professional Liability – Errors and Omissions),** with limits not less than \$2,000,000 per occurrence or claim, and \$2,000,000 aggregate or the full per occurrence limits of the policies available, whichever is greater. Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by Vendor in this Agreement and shall include, but not be limited to, claims involving infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, extortion and network security. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties as well as credit monitoring expenses with limits sufficient to respond to these obligations.
- d. **If Claims Made Policies:**
 1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
 2. Insurance must be maintained and evidence of insurance must be provided **for at least five (5) years after completion of the contract of work.**

3. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.

Other Required Provisions: The general liability policy must contain, or be endorsed to contain, the following provisions:

- a. **Additional Insured Status:** District, its directors, officers, employees, and authorized volunteers are to be given insured status (at least as broad as ISO Form CG 20 10 10 01), with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations.
- b. **Primary Coverage:** For any claims related to this project, the Consultant's insurance coverage shall be primary at least as broad as ISO CG 20 01 04 13 as respects to the District, its directors, officers, employees, and authorized volunteers. Any insurance or self-insurance maintained by the District, its directors, officers, employees, and authorized volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

Notice of Cancellation: Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the District.

Self-Insured Retentions: Self-insured retentions must be declared to and approved by the District. The District may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or the District.

Acceptability of Insurers: Insurance is to be placed with insurers having a current A.M. Best rating of no less than A:VII or as otherwise approved by the District.

Verification of Coverage: Consultant shall furnish the District with certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the District before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The District reserves the right to require complete, certified copies of all required insurance policies, including policy Declaration and Endorsements pages listing all policy endorsements. If any of the required coverages expire during the term of this agreement, the Consultant shall deliver the renewal certificate(s) including the general liability additional insured endorsement to Camrosa Water District at least ten (10) days prior to the expiration date.

Subcontractors: Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that the District, its directors, officers, employees, and authorized volunteers are an additional insured on Commercial General Liability Coverage.

Other Requirements:

- a. Consultant shall not accept direction or orders from any person other than the General Manager or the person(s) whose name(s) is (are) inserted on Page 1 as "other authorized representative(s)."
- b. Payment, unless otherwise specified on Page 1, is to be 30 days after acceptance by the District.
- c. Permits required by governmental authorities will be obtained at Consultant's expense, and Consultant will comply with applicable local, state, and federal regulations and statutes including Cal/OSHA requirements.

- d. Any change in the scope of the professional services to be done, method of performance, nature of materials or price thereof, or to any other matter materially affecting the performance or nature of the professional services will not be paid for or accepted unless such change, addition or deletion is approved in advance, in writing by the District. Consultant's "other authorized representative(s)" has/have the authority to execute such written change for Consultant.

The District may terminate this Agreement at any time, with or without cause, giving written notice to Consultant, specifying the effective date of termination.



Quote 00013666

Details:

Created On: 05 Dec 2022
Expires On: 30 Dec 2022

Prepared For:

Tony Stafford
(805) 482-4677
tstafford@camrosa.com

Camrosa Water District
7385 East Santa Rosa Road
Camarillo, California 93012
United States

Submitted By:

Brian Rhoades
brian.rhoades@aquaticinformatics.com

Quote Summary

Product	Sales Price	Term	Discount	Qty	Total Price
WM-MU KTO: WM Multi Computer License	\$5,355.00			1.0	\$5,355.00
WM-MU-LABCAL WIMS LABCAL SOFTWARE MODULE	\$5,865.00			1.0	\$5,865.00
WM-MU-CONUSR WIMS CONCURRENT USER LICENSE	\$1,173.00			2.0	\$2,346.00
WM-SCADA-INT WIMS STD SCADA/HIST IF- list on web	\$3,570.00			1.0	\$3,570.00
WIMS-SCDA_INT-STRTUP WIMS SCADA Interface Configuration and Training <i>Implementation and training service to configure a SCADA interface with the WIMS software. The customer's participation is critical for successful implementation of the interface with the customer providing; a fully configured SCADA system to feed the WIMS software along with a complete list detailing the SCADA tags to be configured. The interface will be configured remotely via several implementation sessions as required based on the specific interface, this service includes remote training on the specific configuration so additional configuration can be undertaken by the customer if required. This service includes the configuration of one SCADA interface from the available SCADA interface list. This service includes:</i> <ul style="list-style-type: none"> • project admin • kickoff meeting to determine network topography, server name(s), and set project schedule • interface installation and configuration • configuration of variable cross-referencing select tag, set statistic, determine and set Start\Stop times, filters, and/or filter data • verification of auto-import and any reconfiguration of variables, if needed • training session on how to configure import of additional variables and how to initiate a manual import. • project close-out meeting 	\$3,700.00			1.0	\$3,700.00

DMWIMS-SPT-BAS WIMS Basic Support & Maint	\$0.00	12 mos		1.0	\$0.00
WM-FACILITY WIMS Additional Facilities	\$1,581.00			1.0	\$1,581.00
WM-LABCAL-ADDL WM LabCal for addl facility	\$1,581.00			1.0	\$1,581.00
DM_WIMS-SERVICES WIMS Services <i>Remote Hourly services for minor prog, DB admin, reports, etc</i>	\$230.00			150.0	\$34,500.00
RIO-M Rio Subscription (Medium) <i>Rio software subscription for a single treatment system serving a population between 30k and 100k customers or 5MGD to 10MGD. Subscription includes 10 named users, access to mobile application, and standard product features including dashboards, reporting, and dynamic spreadsheets.</i>	\$4,250.00	12 mos		1.0	\$4,250.00
WIMS-OSTRN-3DAY WIMS Onsite Training (3-day) <i>The 3 day training agenda will include half a day for basic, one day of advanced, half a day for admin\super user training and one full day to address specific customer needs. This service includes:</i> <ul style="list-style-type: none"> • Project admin • Training advance planning • Travel to location • Three days onsite training • Travel from location • Project close-out meeting 	\$13,650.00			1.0	\$13,650.00



AA-WIMS Aquatic Academy User Subscription - WIMS <i>Annual user subscription to the Aquatic Academy, a state-of-the-art learning management system for superior customer education and training. Provides access to online courses for WIMS software and is available 24x7x365. Users will learn at their own pace on their own schedule and complete quizzes and earn a final certification to ensure comprehension. All courses are available to take as many times as desired. The Aquatic Academy is an ideal solution for new users, refresher training for power users and everything in between.</i>	\$0.00	12 mos		1.0	\$0.00
AA-RIO Aquatic Academy User Subscription - Rio <i>Annual user subscription to the Aquatic Academy, a state-of-the-art learning management system for superior customer education and training. Provides access to online courses for Rio software and is available 24x7x365. Users will learn at their own pace on their own schedule and complete quizzes and earn a final certification to ensure comprehension. All courses are available to take as many times as desired. The Aquatic Academy is an ideal solution for new users, refresher training for power users and everything in between.</i>	\$0.00	12 mos		1.0	\$0.00

Summary of Products & Services

Software Licenses (One-Time License Fees): \$20,298.00 USD
Professional Services (One-Time Service Fees): \$51,850.00 USD
Recurring Annual Fees (SaaS & SMA): \$4,250.00 USD

SUBTOTAL: \$76,398.00 USD
DISCOUNTS: \$0.00 USD
GRAND TOTAL: \$76,398.00 USD



Order Details

To proceed with a purchase, please sign this quote (preferably via DocuSign) and provide us with a Purchase Order (PO) so we can process your order and provide you with payment instructions. Please email your Purchase Order to brian.rhoades@aquaticinformatics.com and please reference quote **00013666**.

Brian Rhoades
brian.rhoades@aquaticinformatics.com

Aquatic Informatics Inc.
1999 Broadway, Suite 830
Denver, CO 80202
FEIN: 47-2917533

Terms and Conditions

By signing this quote, you are agreeing to the negotiated Aquatic Informatics' Terms and Conditions that both parties legal teams have approved and accepted (attached) and online Service Offering and Service Level Agreement (see links below). This agreement is made between the customer named above ("Subscriber") and Aquatic Informatics Inc., having an address at 1999 Broadway, Suite 830, Denver, CO 80202 ("Provider"), and sets forth the terms and conditions on which Aquatic Informatics will supply Products and Services to the customer.

All Aquatic Informatics Software, Except WIMS:

- [SaaS: Services Offering and Service Level Agreement](https://aquaticinformatics.com/saas-service-offering/)
<https://aquaticinformatics.com/saas-service-offering/>
- [On-Premise: Software License Agreement](https://aquaticinformatics.com/on-premise-software/)
<https://aquaticinformatics.com/on-premise-software/>

WIMS Software Only:

- [SaaS: WIMS Online Services Offering and Service Level Agreement](https://aquaticinformatics.com/wims-online-saas/)
<https://aquaticinformatics.com/wims-online-saas/>
- [On-Premise: WIMS On-Premise Software License Agreement](https://aquaticinformatics.com/wims-on-premise/)
<https://aquaticinformatics.com/wims-on-premise/>



AQUATIC INFORMATICS – WIMS SOFTWARE LICENSE AGREEMENT

SCOPE

Camrosa Water District (" Subscriber ") 7385 Santa Rosa Rd Camarillo, CA 93012	- and -	Aquatic Informatics, Inc (" Provider or 'AQI' ") 1999 Broadway, Suite 830 Denver, CO 80202
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- A. This Software License Agreement (the "**Agreement**") is between Provider and you the customer of Provider seeking to license certain software in executable code form and obtain related services from Provider ("you" or "Customer").
- B. Provider is licensing certain software in executable code form including related professional services more particularly described in Schedule A ("the Software") upon the terms and conditions set out in this Agreement. By using the Software, you agree to abide by the terms of this Software License Agreement ("Agreement").
- C. This Agreement includes the following Schedules:
- Schedule A - Description of Software
 - Schedule B - License Term and payment terms
 - Schedule C - Support and Maintenance
 - Schedule D - Terms and Conditions

1. Software.

1.1 Provider grants to Customer, a license which permits Customer to use the Software in executable code format only and in the manner as described in this Agreement. The Software is licensed, not sold. Provider, and not Customer, owns the Software, which is protected by United States, Canadian and international copyright laws. Customer may use the Software only in the manner set out in this Agreement. This Agreement gives Customer no intellectual property rights in the Software.

1.2 Provider will support your use of the Software and will maintain the Software in the manner set out in Schedule C and this Agreement ("Support and Maintenance"). Such support and maintenance is provided on condition that you are current in all payments due to Provider.

1.3 On your request Provider may provide optional professional services ("PS") to you. Such PS will be provided on mutually agreed terms set out in a Schedule to this agreement, a Quote, or a Statements of Work (all described as "SOW") and may include, for example, Software installation, implementation and additional training. Additionally:

- (a) Your responsibilities and Provider responsibilities, project schedules, milestones, deliverables with respect to PS and its delivery will be set out in the SOW.
- (b) Provider's PS and the SOW will be provided on the basis of assumptions and information set out in the information you have provided to Provider. If such assumptions/information provided by you is incorrect then you acknowledge that milestones, schedules, deliverables or pricing of PS may require adjustment. If required, such adjustments will be mutually agreed in writing.



- (c) Charges for PS commenced in accordance with SOW milestones or schedules are non-cancellable once commenced. Unless this Agreement is terminated by Subscriber for cause, PS will be provided in accordance with SOW milestones or schedules and charged on the basis of those milestones and schedules even if deliverables set out such SOW can not be delivered due to Subscriber's act, omission or delay.

1.4 Customer's responsibility generally are as follows.

- a) The Software is only for your use. You may not provide the Software to other parties in any manner, including as a service bureau or application service provider.
- b) In using the Software, You will adhere to all applicable laws, rules, and regulations.
- c) To use the Software You must create a user account associated with a real person. You are responsible for that user account's security, for all activities that occur under that account and for strictly monitoring who has user account access. You will immediately contact us if you believe a user account has been compromised or is being used by unauthorized persons.
- f) You may use the Software only in accordance with any documentation and [acceptable use policies](#).
- g) Customer may not alter or modify the Software in any way

1.5 You are responsible for the accuracy, quality, integrity rights to use and legality of data processed using the Software. You are responsible for ensuring you have the right to use any data, text, audio, video, images, software, lab samples, operational readings, field readings, or other similar content ("Content") you input into the Software. More particularly it is your responsibility to ensure the following:

- a) that Your Content is compatible with then-current interfaces for the Software;
- b) that Your Content complies with the terms of this Agreement, with applicable law and regulation and any Provider policies made known to you; and
- c) that You are responsible for dealing with any legal claims relating to Your Content including any intellectual property-related claims.

1.6 No other services are provided with the Software unless mutually agreed to otherwise. Provider may modify this Agreement at any time by providing you at least 90 days advance notice. The modified terms will become effective on the terms as notified. By continuing to use the Software after the effective date of any Agreement modifications, you agree to be bound by the modified terms. If you do not agree to such modifications, you may terminate this Agreement without penalty to either party.

2. Fees and Payment

2.1. Fees charged for the Software license ("License Fees") and for the Support and Maintenance ("SMA Fees") are set out in Schedule B. All such fees are payable on a net 30 days basis without setoff or counterclaim, and without any deduction or withholding. Provider will notify you if there are any fees charged for new options applicable to the Software or if there are fee increases. Overdue invoices will accrue interest at the rate of 1.5% of the outstanding balance per month

3. Consequences of breach

3.1 Provider may terminate this Agreement and your license to use the Software if you breach the Agreement or use the Software in a way that: (i) poses a security risk to Provider or any third party, (ii) may adversely impact the Software, Provider or a third party's operations, (iii) may subject Provider or any third party to liability, or (iv) may be fraudulent; or (v) breaches applicable law or regulation. Provider will give Customer written notice of such breach. If such breach is not corrected in 30 days Provider may terminate this Agreement.

4. Term; Termination

4.1. The term of this Agreement pertaining to the Software license commences on the Effective Date and is for the length of time stated in Schedule B ("License Term"). If not stated in Schedule B the License Term will be for a perpetual term. The term of this

Aquatic Informatics Inc.



Agreement pertaining to Support and Maintenance commences on the Effective Date and is for the length of time stated in Schedule B ("SMA Term"). If not stated in Schedule B the SMA Term will be for a one year term and will automatically renew for successive yearly periods unless a party notifies the other in writing not less than thirty (30) days prior to expiration of intent to not renew.

4.2 Additionally, this Agreement shall terminate in each of the following events:

- a) Either party may terminate this Agreement if the other becomes insolvent or bankrupt or makes an assignment for the benefit of creditors, or if a receiver or trustee in bankruptcy is appointed for the other, or if any proceeding in bankruptcy, receivership, or liquidation is instituted against the other and is not dismissed within 30 days following commencement thereof.
- b) Either party may terminate this Agreement for cause upon 30 days advance notice to the other if there is any material default or breach of this Agreement by the other, unless the defaulting party has cured the material default or breach within the 30 day notice period.

If this Agreement is terminated for cause by Customer, then Provider shall refund Customer any fees payable for Support and Maintenance ("SMA Fees") payable in advance of the effective date of termination. Upon termination for cause by Provider, Customer shall pay any unpaid fees covering the remainder of the SMA Term after the effective date of termination. In no event shall any termination relieve Customer of the obligation to pay any fees payable to Provider for the period prior to the effective date of termination.

4.3. Any post-termination assistance additional to that described below is subject to mutual written agreement.

- a) Generally. Upon any termination of this Agreement:
 - (i) all your rights under this Agreement immediately terminate;
 - (ii) you remain responsible for all fees you have incurred through the date of termination, including fees for in-process tasks completed after the date of termination;
 - (iii) you will immediately return or, if instructed by us, destroy all Provider Content in your possession.

5. Proprietary Rights and confidentiality

5.1 Ownership.

- a) "Proprietary Information" means the Software, any information, technical data or know-how in whatever form, including, but not limited to, documented information, machine readable or interpreted information, information contained in physical components, mask works and artwork, which Provider considers proprietary. All Proprietary Information and intellectual property rights, title and interest, including copyright and trade secret rights in and to anything associated with the Service Offering and the Provider Content remains that of Provider. As between Provider and Customer, Customer exclusively owns all rights, title and interest in and to all of Customer's Content. No right or license is granted hereby to Subscriber or its customers, employees or agents, expressly or by implication, with respect to the Proprietary Information or any patent, patent application or other proprietary right of Provider, except for the limited use licenses implied by law.
- b) Customer shall not (i) permit any third party to access the Software except as expressly permitted, (ii) create derivative works based on the Software, (iii) copy, frame or mirror any part or content of the Software, (iv) reverse engineer the Software, or (v) access the Software in order to build a competitive product or service, or copy any features, functions or graphics of the Software.
- c) Using the Software it is possible to collect aggregated anonymized data which is collected and stored without association with Personally Identifiable Information ("PII") and does not identify Customer in any way ("Aggregated Data"). All Aggregated Data is the property of Provider and treated as Confidential Information.



5.2 "Confidential Information" means information concerning any information relating to the business and technology of either party which is not generally available to third parties and which is treated by the parties, in accordance with their policies, as confidential information or a trade secret and specifically includes the Software, either parties Content, business processes, information about either parties customers or users in any manner, shape or form or other like information. For the purposes of this Agreement, a party disclosing Confidential Information is a Discloser and the party receiving Confidential Information is a Recipient. Confidential Information does not include information which is: at the time of disclosure, or thereafter becomes part of the public domain without any violation of this Agreement by the Recipient; already in the Recipient's possession before disclosure of such information to the Recipient by the Discloser; following the date of this Agreement is furnished to the Recipient by a third party without that third party being in breach directly or indirectly of an obligation to the Discloser to keep such information secret confidential and secret; and developed independently by the Recipient without use of Discloser's Confidential Information as evidenced by reasonably detailed written records.

5.3 Confidentiality. The following terms apply to Confidential Information and the ownership thereof. All Confidential Information is owned by the respective parties. Neither party will, at any time, whether before or after the termination of this Agreement, disclose, furnish, or make accessible to anyone any Confidential Information or permit the occurrence of any of the foregoing. Each party will hold the other's Confidential Information in confidence and will protect each other's Confidential Information with the same degree of care with which it treats its own Confidential Information, but in no case with any less degree than reasonable care. For certainty, Recipient and its customers, employees and agents will keep confidential all such Proprietary Information obtained directly or indirectly from Provider and will not transfer or disclose it without Providers prior written consent, or use it for the manufacture, procurement, servicing or calibration of Work or any similar products, or cause such products to be manufactured, serviced or calibrated by or procured from any other source, or reproduce or otherwise appropriate it without Provider's prior written consent. Confidential Information may be disclosed to a party only to employees or consultants having a need-to-know provided such parties are bound by confidentiality obligations. If Confidential Information is disclosed inadvertently the disclosing party will immediately notify the other party and will assist the other party in remedying the confidentiality breach. If Confidential Information is required to be disclosed pursuant to a valid subpoena, governmental order, judicial order or other operation of law the disclosing party will immediately notify the other party and will assist the other party seeking a protective order or other similar appropriate remedy in order to limit the Confidential Information disclosure to the extent possible or practicable

6. Miscellaneous.

6.1 The parties acknowledge that each is an independent contractor and nothing in this Agreement constitutes a joint venture or partnership and neither party has the right to bind nor act for the other as agent or in any other capacity.

6.2 Sections 5 and 6 and any other sections that may be reasonably construed as intended to survive shall survive termination of this Agreement.

6.3 Upon consent by Provider, this Agreement may be used for cooperative procurement by any public or municipal body, entity, agency or institution, If so authorized, and in order to forego a related entity RFP or similar competitive bidding process, the Agreement may be extended to such other entities for the procurement of similar products and/or services provided to Customer and at fees in accordance with the Agreement unless separately negotiated between such other entities and Provider. Further related entities participating in a cooperative procurement process shall place their own orders directly with Provider. Provider and such other entities will fully and independently administer their own separate contracting processes but all in accordance with substantially similar contracting processes as set out in this Agreement.

Provider and Customer have executed this Agreement as of the date below.



AQUATIC INFORMATICS

Dat
e:

Per: _____
Na _____
me: _____
Titl _____
e: _____

I/We have authority to bind the
corporation.

CAMROSA WATER DISTRICT

Dat
e:

Per: _____
Na Tony L. Stafford
me: _____
Titl General Manager
e: _____

I/We have authority to bind the
corporation.



Schedule A

Description of Software obtained by Customer

Description of Software Provided (See Schedule B for License Fee & Payment Terms):

Camrosa is purchasing WIMS on-premise software to be implement as the District's water quality data management system. This is a commercial-off-the-shelf (COTS) software for the District's water utility and includes the base software with three (3) concurrent users, along with the following: Mobile Field Data Collection, LIMS and SCADA Interface. Camrosa will pay a one-time professional services fee for set-up and configuration of the software. End-users training will be conducted on-site.

Description of Professional Services Provided (See Schedule B for Payment Terms):

Scope of Work:

Typically includes (your Project Manager will finalize the scope of work based on your needs):

- Project Administration
- Consultation to gather information and determine specific needs to create a project plan.
- Remote Basic Install Assistance
- Basic Variable setup - Adapting an industry standard list of parameters and calculations for your plant/system.
- Site specific calculation setup
- The AQI Project Manager will complete set up of the following reports and forms (located in \\hach\share\RioRanchoShare\SALES\PRESALES_PROJECTS for SOW for Scope):
 - Report 1
 - Report 2
 - Entry form 1
 - Entry form 2
- 1 standard format monthly KPI report with up to 10 user defined KPIs (key performance indicators)
- Predefined dashboard with 10 user defined KPI's and KPI graph set
- 1 standard format yearly summary KPI report with up to 10 user defined KPIs
- Data Entry Form development including 1 Custom Data Entry Form and standard Monthly Data Entry Forms for all parameters

LabCal Implementation Services

Input of 20 tests/analytes (methods), 10 samples (which includes scheduling), 10 personnel, chain of custody report, and certificate of analysis report.

Note: Lab Cal is specific to one (1) WIMS Facility Database. Additional Lab Cal Module can be purchased for additional WIMS Facility Databases at a reduced cost.

Data Migration Services:

AQI will provide up to 16 hours of data migration services from existing Excel spreadsheets. Should migration services not be completed within allotted hours, AQI will provide a new scope of work with additional hours at AQI's standard hourly rate or will train customer on how to complete additional data migration.

Services will be invoiced after services are rendered. Additional scope/work, billed at our standard labor rate, can be requested and will require a change order.



Implementation assumes internet access is available at installation site.



Schedule B
License Fee, SMA Fee and payment terms

1 License Term

1.1 This Agreement commences begins when AI sends login credentials to the Customer (Table 1). The License Term begins regardless of whether or not the Professional Services (Table 2) have been delivered.

1.2 The License Term is perpetual. The term under which Support and Maintenance is provided to Customer ("SMA Term") is for one (1) year, and thereafter renews automatically for successive one (1) year periods unless either party gives the other party 30 days written notice of its intent not to renew this Agreement prior to the expiration of the then current term.

2 Payment Terms

2.1 The License Fee is payable on the date when Provider sends login credentials to Customer (Table 1):

Table 1. License Fee

Software module	License Fee
KTO: WM Multi Computer License	\$5,355.00
WIMS CONCURRENT USER LICENSE	\$2,346.00
WIMS LABCAL SOFTWARE MODULE	\$5,865.00
WIMS Additional Facilities	\$1,581.00
WM LabCal for addl facility	\$1,581.00
WIMS STD SCADA/HIST IF- list on web	\$3,570.00
Total One-Time License Fee	\$20,298

3 Annual SMA Fee

3.1 The Customer agrees to pay the annual SMA Fees for Support and Maintenance of Software modules listed in the table below each year thereafter. Provider may amend its fees for any renewal term on 30 days notice to Customer given prior to the expiration of the current term. Any applicable taxes are not included in this fee.

3.2 Customer acknowledges that additional modules, additional systems/facilities being managed, or additional users to those listed below may require adjustments in pricing to the SMA Fee. Customer certifies that the information is accurate and agrees to notify Provider of any material change in the information.

Table 3. Annual SMA Fee

Software module	Annual SMA Fee
WIMS Annual support and maintenance after 1 st year	\$3,653.64

Rio Remote Data Collection Tool annual subscription First year is free, annual cost after first year. This item is optional after first year.	\$4,250

4 Professional Services Fees

4.1 Professional Services and One-Time Fees are payable on delivery of services unless stated otherwise as follows:

Professional Services Description	One-Time Fee
Onsite Training, 3 days The 3-day training agenda will include half a day for basic, one day of advanced, half a day for admin\super user training and one full day to address specific customer needs. This service includes: • Project admin • Training advance planning • Travel to location • Three days onsite training • Travel from location • Project close-out meeting	\$13,650
WIMS Services Remote Hourly services for minor prog, DB admin, reports, etc.	\$34,500.00
WIMS SCADA Interface Configuration and Training Implementation and training service to configure a SCADA interface with the WIMS software. The customer's participation is critical for successful implementation of the interface with the customer providing; a fully configured SCADA system to feed the WIMS software along with a complete list detailing the SCADA tags to be configured. The interface will be configured remotely via several implementation sessions as required based on the specific interface, this service includes remote training on the specific configuration so additional configuration can be undertaken by the customer	\$3,700



if required. This service includes the configuration of one SCADA interface from the available SCADA interface list. This service includes: • project admin • kickoff meeting to determine network topography, server name(s), and set project schedule • interface installation and configuration • configuration of variable cross-referencing select tag, set statistic, determine and set Start\Stop times, filters, and/or filter data • verification of auto-import and any reconfiguration of variables, if needed • training session on how to configure import of additional variables and how to initiate a manual import. • project close-out meeting	
Total Cost	\$51,850

Schedule C Support and Maintenance of Software

Support and maintenance is provided with the Software.

Provider will maintain the Software at the latest release making new enhancements and improvements available as part of Provider's development methodology. In addition to regular maintenance of the Software, Provider will support you by answering queries from technically-trained users designated by you and resolve such queries in a manner set out below

1.0 DEFINITIONS

- (a) **"Case priority 1"** means the Software has a system outage or does not work per user documentation, business operations have been severely disrupted and no work around is immediately available;
- (b) **"Case priority 2"** means the Software does not work per user documentation, business operations can continue in a restricted fashion (although long-term productivity might be adversely affected) and no work around is immediately available;
- (c) **"Case priority 3"** means the Software does not work per user documentation, impaired operations of some components, but allows the user to continue using the software, a work around exists but it is not obvious or is difficult and as a result there is significant impact productivity or efficiency;
- (d) **"Case priority 4"** means the Software does not work per user documentation, business operations are not significantly impacted;
- (e) **"Case priority 5"** means the Software does not work per user documentation and does not affect business operations or software does not work as expected and is not in user documentation or is an enhancement request;
- (f) **"Documentation"** means the instruction manual or help on the Software;
- (g) **"Minor Release"** means a release of Software containing bug fixes or other small software changes provided by Provider for the correction of Software anomalies, and made available to the Customer;
- (h) **"Major Release"** means a release of Software containing new or improved functionality, and made available to the Customer;
- (i) **"Operating Hours"** are 8:00 am – 8:00 pm (Mon – Fri) Eastern Time excluding Provincial, Canadian, State and US statutory holidays and 9:00 am - 5:00 pm (Mon – Fri); Australian Eastern Standard Time excluding Tasmanian and Australian statutory holidays;
- (j) **"Resolution"** means one or more of the following outcomes: a) a mutually acceptable work around, b) a configuration/data change or c) a Software Change;
- (k) **"Software Change"** means changes to Software functionality;
- (l) **"Supported Release"** means the current, generally available Major Release of the Software or one of its two previous Major Releases.

2.0 SUPPORT AND MAINTENANCE SERVICES

2.1 Description of Services. During any SMA Term and subject to the provisions of this Agreement, Provider will use commercially reasonable efforts to provide the following Support and Maintenance Services:

- (a) Live telephone support with a support representative during Operating Hours;
- (b) Email support during Operating Hours;
- (c) Live Web conferencing with a support representative during Operating Hours where required to understand the support case;

- (d) Case tracking through our online case tracking system;
- (e) Access to an online Support Portal 24 hours a day, 7 days a week; and
- (f) Entitlement to download and use each new Major and Minor Release of the Software for which you have obtained licenses.

2.2 Support Service Level Agreement

Case Priority	Initial Response	Target Time to Resolution
1	1 business day or sooner	3 business days
2	1 business day	5 business days
3	1 business day	10 business days
4	1 business day	At Provider's discretion
5	At Provider's discretion	At Provider's discretion

- (a) A Software Change is only released before the next scheduled Major Release when the Software Change is the only way to resolve a priority 1 or 2 case;
- (b) A Software Change is only released for compatibility with the current Major Release or one of the two previous Major Releases.
- (c) If you are experiencing issues and not using a Supported Release of the Software, you must upgrade to a Supported Release (preferably the latest Supported Release) and then, if the original case persists, Provider will work with you to find a mutually acceptable resolution.
- (d) You must check on the Provider Support Portal to determine if you are using a Supported Release
- (e) Initial Response and Target Time to Resolution time periods start once a case is logged in Provider's Support Portal.
- (f) Resolution times may exceed the Target Time to Resolution time targets depending on the complexity involved in determining the root cause of the case and the complexity of finding a resolution for it.

2.3 Resolution of Software Anomaly. A Software anomaly will be considered to be resolved when:

- (a) the Software is working in substantial accordance with the Documentation when operated on the supported hardware, operating system and peripheral as designated by Provider; or
- (b) Provider has advised you of one of the following:
 - (i) how to correct or bypass the Software anomaly;
 - (ii) that the correction to the Software anomaly will be available through a future Major or Minor Release; or
 - (iii) that the anomaly falls within an exception to this Agreement.

3.0 EXCEPTIONS

3.1 Support and Maintenance Exclusions. Maintenance and Support Services are not provided for and do not apply to:

- (a) third party software and middleware or services;
- (b) when you are in breach of this Agreement or any other agreement with Provider;
- (c) Software that is improperly implemented;
- (d) Hardware, peripherals (including printers) or software other than the Software;
- (e) Anomalies in the Software that are not reproducible; or

- (f) Anomalies, damage or problems in the Software or its operation caused by:
- i. an incompatible or non-functioning configuration, operating system or hardware system;
 - ii. accident, abuse or misapplication for which Provider is not responsible;
 - iii. malfunction or non-performance of products supplied by third parties;
 - iv. use contrary to its intended purpose or contrary to the Documentation; or
 - v. any other matters beyond Provider's control.

3.2 Third Party Vendors. If Provider has corrected a Software anomaly in a Minor Release or Major Release provided to you, then Provider will not be required to provide any other correction for the Software anomaly provided that the functionality of the Software has been maintained in relation to your business requirements. You will look solely to the third party vendors of third party software, middleware, hardware or peripheral if there are any anomalies, damage or problems to the Software in or caused by such software, middleware, hardware and/or peripheral.

3.3 Interfaces. Provider will not be responsible for any of your integration requirements for the Software resulting from your use of third party vendors who may not integrate with the Software.

3.4 Inactive Support and Maintenance. Support and Maintenance only applies to customers with a valid and current SMA Term in place, and who are in good standing with Provider's accounting, finance and payment terms.

4.0 SUPPORT AND MAINTENANCE PERIODS AND FEES

4.1 Renewal. Additional 12 month service periods are available following the expiry of a SMA Term. Prior to the expiry of a Support and Maintenance service period, Provider may at its discretion send you an invoice for renewal of Support and Maintenance for the applicable SMA Term at the applicable SMA Fee. Failure to pay the invoice within the payment terms as detailed on the invoice will be deemed a rejection by you of the offered Support and Maintenance and will result in termination of Support and Maintenance upon expiration of the then-current SMA Term.

4.2 Taxes. The SMA Fees do not include taxes. If Provider is required to pay sales, use, property, value-added, goods and services or other federal, provincial, state or local taxes based on the license granted under this Agreement or on your use of the Software or documentation, then such taxes will be billed to and paid promptly by you.



SCHEDULE D

Terms and Conditions of Sale

This document sets forth the Terms & Conditions of Sale for goods manufactured and/or supplied, and services provided, by Aquatic Informatics ULC or other selling entity listed on the accompanying software, service or other agreement accompanying these Terms and Conditions ("Provider") and sold to the original purchaser thereof ("Customer"). Unless otherwise specifically stated in a previously-executed written purchase agreement signed by authorized representatives of Provider and Customer, these Terms & Conditions of Sale establish the rights, obligations and remedies of Provider and Customer which apply to this offer and any resulting order or contract for the sale of Provider's goods and/or services ("Work").

1. APPLICABLE TERMS & CONDITIONS

These Terms & Conditions of Sale are contained directly and/or by reference in Provider's offer, order acknowledgment, and invoice documents. The first of the following acts constitutes an acceptance of Provider's offer and not a counteroffer and creates a contract of sale ("Contract") in accordance with these Terms & Conditions: (i) Customer's issuance of a purchase order document against Provider's offer; (ii) acknowledgement of Customer's order by Provider; or (iii) commencement of any performance by Provider pursuant to Customer's order. Provisions contained in Customer's purchase documents (including electronic commerce interfaces) that materially alter, add to or subtract from the provisions of these Terms & Conditions of Sale are not a part of the Contract.

2. PRICES

All prices, unless stated otherwise, are in U.S. dollars and are based on delivery as stated above unless otherwise quoted by Provider. Prices do not include any charges for services such as insurance; brokerage fees; sales, use, inventory or excise taxes; import or export duties; special financing fees; VAT, income or royalty taxes imposed outside the U.S.; consular fees; special permits or licenses; or other charges imposed upon the production, sale, distribution, or delivery of the Work. Customer will either pay any and all such charges or provide Provider with acceptable exemption certificates, which obligation survives performance under this Contract.

3. LIMITED WARRANTY

Provider warrants that Work sold hereunder will be free from defects in material and workmanship and will, when used in accordance with the manufacturer's operating and maintenance instructions, conform to any express written warranty pertaining to the specific Work purchased. Provider warrants that Work furnished hereunder will be free from defects in workmanship for a period of ninety (90) days from the completion of the Work. Parts provided by Provider in the performance of services may be new or refurbished parts functioning equivalent to new parts. Any non-functioning parts that are repaired by Provider shall become the property of Provider. All other guarantees, warranties, conditions and representations, either express or implied, whether arising under any statute, law, commercial usage or otherwise, including implied warranties of merchantability and fitness for a particular purpose, are hereby excluded. The sole remedy for Work not meeting this Limited Warranty is at Provider's option: repair, replacement, or credit or refund of the purchase price. This remedy will not be deemed to have failed of its essential purpose so long as Provider is willing to provide such replacement, credit or refund.

4. INDEMNIFICATION

Provider will indemnify, defend and hold harmless Customer and its directors, officers, employees and authorized volunteers (collectively, the "Indemnified Party") from and against any and all costs, expenses, liabilities, losses and damages (including reasonable attorneys' fees) (collectively, "Losses") resulting from any claim, suit, action, demand or proceeding (each, an "Action") brought by any third party against the Indemnified Party arising from negligent acts, errors or omissions of the Provider. Any and all indemnification obligations imposed upon Provider are limited to the extent of those damages proportionately caused by Provider's breach of the Agreement, negligence, wrongful conduct, or violations of law. In no case is Provider liable for any damages caused by



negligence, misuse or misapplication of goods or services by others. Customer shall defend, indemnify and hold harmless Provider against any and all damages to the extent caused by misuse or misapplication of Work, breach of this Agreement, negligence, wrongful conduct, or violations of law by Customer or its affiliates or those employed by, controlled by or in privity with them, and Customer agrees to so defend and indemnify Provider.

5. PATENT PROTECTION

Subject to all limitations of liability provided herein, Provider will, with respect to any Work of Provider's design or manufacture, indemnify Customer from any and all damages and costs as finally determined by a court of competent jurisdiction in any suit for infringement of any Canadian or U.S. patent (or European patent for Work that Provider sells to Customer for end use in a member state of the E.U.) that has issued as of the delivery date, solely by reason of the sale or normal use of any Work sold to Customer hereunder and from reasonable expenses incurred by Customer in defense of such suit if Provider does not undertake the defense thereof, provided that Customer promptly notifies Provider of such suit and offers Provider either (i) full and exclusive control of the defense of such suit when Work of Provider only are involved, or (ii) the right to participate in the defense of such suit when products other than those of Provider are also involved. Provider's warranty as to use patents only applies to infringement arising solely out of the inherent operation of the Work according to their applications as envisioned by Provider's specifications. In case the Work are in such suit held to constitute infringement and the use of the Work is enjoined, Provider will, at its own expense and at its option, either procure for Customer the right to continue using such Work or replace them with non-infringing products, or modify them so they become non-infringing, or remove the Work and refund the purchase price (prorated for depreciation) and the transportation costs thereof. The foregoing states the entire liability of Provider for patent infringement by the Work. Further, to the same extent as set forth in Provider's above obligation to Customer, Customer agrees to defend, indemnify and hold harmless Provider for patent infringement related to (a) any goods manufactured to the Customer's design, (b) services provided in accordance with the Customer's instructions, or (c) Provider's work when used in combination with any other devices, parts or software not provided by Provider hereunder.

6. SOFTWARE AND DATA

All licenses to Provider's separately-provided software products are subject to the separate software license agreement(s) accompanying the software media. Except to the extent such express licenses conflict with the remainder of this paragraph, the following also applies relative to Provider's software : Provider grants Customer only a personal, non-exclusive license to access and use the software provided by Provider with Work purchased hereunder solely as necessary for Customer to enjoy the benefit of the Work. A portion of the software may contain or consist of open source software, which Customer may use under the terms and conditions of the specific license under which the open source software is distributed. Customer agrees that it will be bound by all such license agreements. Title to software remains with the applicable licensor(s). In connection with Customer's use of Work, Provider may obtain, receive, or collect data or information, including data produced by the Work. In such cases, Customer grants Provider a non-exclusive, worldwide, royalty-free, perpetual, non-revocable license to use, compile, distribute, display, store, process, reproduce, or create derivative works of such data, or to aggregate such data for use in an anonymous manner, solely to facilitate marketing, sales and R&D activities of Provider and its affiliates.

7. EXPORT AND IMPORT LICENSES AND COMPLIANCE WITH LAWS AND RELATED COMPANY POLICIES

Unless otherwise specified in this Contract, Customer is responsible for obtaining any required export or import licenses. Provider represents that all Work delivered hereunder will be produced and supplied in compliance with all applicable laws and regulations. Customer will comply with all laws and regulations applicable to the installation or use of all Work, including applicable import and export control laws and regulations of the U.S., E.U., and any other country having proper jurisdiction, and will obtain all necessary export licenses in connection with any subsequent export, re-export, transfer and use of all Work and technology delivered hereunder. Customer will not sell, transfer, export or re-export any Provider Work or technology for use in activities which involve the design, development, production, use or stockpiling of nuclear, chemical or biological weapons or missiles, nor use Provider Work or technology in any facility which engages in activities relating to such weapons. Customer will comply with all local, national, and other laws of all jurisdictions globally relating to anti-corruption, bribery, extortion, kickbacks, or similar matters which are



applicable to Customer's business activities in connection with this Contract, including but not limited to the U.S. Foreign Corrupt Practices Act of 1977, as amended (the "FCPA"). Customer agrees that no payment of money or provision of anything of value will be offered, promised, paid or transferred, directly or indirectly, by any person or entity, to any government official, government employee, or employee of any company owned in part by a government, political party, political party official, or candidate for any government office or political party office to induce such organizations or persons to use their authority or influence to obtain or retain an improper business advantage for Customer or for Provider, or which otherwise constitute or have the purpose or effect of public or commercial bribery, acceptance of or acquiescence in extortion, kickbacks or other unlawful or improper means of obtaining business or any improper advantage, with respect to any of Customer's activities related to this Contract. Provider asks Customer to "Speak Up!" if aware of any violation of law, regulation or our Standards of Conduct ("SOC") in relation to this Contract. See <http://danaher.com/integrity-and-compliance> and www.danaherintegrity.com for a copy of the SOC and for access to our Helpline portal.

8. FORCE MAJEURE

Provider is excused from performance of its obligations under this Contract to the extent caused by acts or omissions that are beyond its control, including but not limited to Government embargoes, blockages, seizures or freeze of assets, delays or refusals to grant an export or import license or the suspension or revocation thereof, or any other acts of any Government; fires, floods, severe weather conditions, or any other acts of God; quarantines; labor strikes or lockouts; riots; strife; insurrections; civil disobedience or acts of criminals or terrorists; war; material shortages or delays in deliveries to Provider by third parties. In the event of the existence of any force majeure circumstances, the period of time for delivery, payment terms and payments under any letters of credit will be extended for a period of time equal to the period of delay. If the force majeure circumstances extend for six months, Provider may, at its option, terminate this Contract without penalty and without being deemed in default or in breach thereof.

9. NON-ASSIGNMENT AND WAIVER

Customer will not transfer or assign this Contract or any rights or interests hereunder without Provider's prior written consent. Failure of either party to insist upon strict performance of any provision of this Contract, or to exercise any right or privilege contained herein, or the waiver of any breach of the terms or conditions of this Contract will not be construed as thereafter waiving any such terms, conditions, rights, or privileges, and the same will continue and remain in force and effect as if no waiver had occurred.

10. LIMITATION OF LIABILITY

None of the Provider Indemnified Parties will be liable to Customer under any circumstances for any special, treble, incidental or consequential damages, including without limitation, damage to or loss of property other than for the Work purchased hereunder; damages incurred in installation, repair or replacement; lost profits, revenue or opportunity; loss of use; losses resulting from or related to downtime of the products or inaccurate measurements or reporting; the cost of substitute products; or claims of Customer's customers for such damages, howsoever caused, and whether based on warranty, contract, and/or tort (including negligence, strict liability or otherwise). The total liability of the Provider Indemnified Parties arising out of the performance or non-performance hereunder or Provider's obligations in connection with the design, manufacture, sale, delivery, and/or use of Work will in no circumstance exceed in the aggregate a sum equal to twice the amount actually paid to Provider for Work delivered hereunder.

11. APPLICABLE LAW AND DISPUTE RESOLUTION

The construction, interpretation and performance hereof and all transactions hereunder shall be governed by the laws of the Province of British Columbia, without regard to its principles or laws regarding conflicts of laws. If any provision of this Contract violates any Federal, State or local statutes or regulations of any countries having jurisdiction of this transaction, or is illegal for any reason, said provision shall be self-deleting without affecting the validity of the remaining provisions. Unless otherwise specifically



agreed upon in writing between Provider and Customer, any dispute relating to this Contract which is not resolved by the parties shall be adjudicated in order of preference by a court of competent jurisdiction (i) in the Province of British Columbia, if Customer has minimum contacts with British Columbia and, (ii) elsewhere in Canada if Customer has minimum contacts with Canada, but not British Columbia, (iii) in the State of New York if Customer does not have minimum contacts with Canada.

12. FUNDS TRANSFERS. Customer and Provider both recognize that there is a risk of banking fraud when individuals impersonating a business demand payment under new banking or mailing instructions. To avoid this risk, Customer must verbally confirm any new or changed bank transfer or mailing instructions by calling Provider and speaking with Provider's accounts receivable contract before mailing or transferring any monies using the new instructions. Both parties agree that they will not institute mailing or bank transfer instruction changes and require immediate payment under the new instructions but will instead provide a ten (10) day grace period to verify any payment instruction changes before any new or outstanding payments are due using the new instructions.

13. ENTIRE AGREEMENT & MODIFICATION

These Terms & Conditions of Sale and accompanying software or service agreement constitute the entire agreement between the parties and supersede any prior agreements or representations, whether oral or written. No change to or modification of these Terms & Conditions shall be binding upon Provider unless in a written instrument specifically referencing that it is amending these Terms & Conditions of Sale and signed by an authorized representative of Provider. Provider rejects any additional or inconsistent Terms & Conditions of Sale offered by Customer at any time, whether or not such terms or conditions materially alter the Terms & Conditions herein and irrespective of Provider's acceptance of Customer's order for the described goods and services.



Electronic Acceptance

Expiration Date: Must be signed by 30 Dec 2022

Subscriber: Camrosa Water District

Subscriber Signature:

Per:

Name: Tony Stafford

Title:

Date:

Subscriber Details:

Phone: (805) 482-4677

Email: tstafford@camrosa.com

Company: Camrosa Water District
7385 East Santa Rosa Road
Camarillo, California 93012
United States

Provider: Aquatic Informatics

Provider Signature:

Per:

Name:

Title:

Date:

Board Memorandum

December 15, 2022

To: Board of Directors

From: Ian Prichard, Assistant General Manager

Subject: Leak Survey/Water Loss Report

Objective: Update the Board on water loss control efforts.

Action Required: No action necessary; for information only.

Discussion: Last fiscal year, E-Source performed a leak survey as the first step in Camrosa's developing water loss control program. The survey consisted of technicians equipped with ground microphones listening to every meter and aboveground metal appurtenance in the District's potable distribution system. When leaks were found, the technicians advised Camrosa staff, who repaired the leak. If potential leaks were heard between appurtenances, the technicians performed further analysis to pinpoint the location of the leak and advised District staff.

E-Source's final report is attached. Very few leaks were found; Camrosa was below the median for all leaks as a function of miles of mainline pipe and right at the median for failure frequency as a function of customer number, and the leaks that were found were relatively minor.

Water loss is generally described as "real" or "apparent." Real loss is water that is actually lost—from a broken pipe, a leak in a tank, or evapotranspiration off a storage pond, for instance. Apparent loss is water that made it to a customer or was otherwise used but was not accounted for. Apparent loss results from inaccurate production or consumption meters, fire hydrant use, system flushing, etc. That E-Source discovered so few leaks is an indication that most of Camrosa's water loss is apparent. To address this, staff has started to focus additional attention on meter upgrades, replacement, and inventory enhancement. We have consolidated the Field Service Technicians into a subgroup within Operations & Maintenance and have successfully recruited for the new Water Loss Control Coordinator position, which will work with the Field Service Techs within the Operations & Maintenance department to ensure the meters are reading accurately. The Zone 2 MTU Upgrade approved by the Board on August 18, 2022 is a significant step in this direction.

Staff will present the findings from the E-Source report, results of the FY2021-22 Water Loss Audit recently completed as part of Camrosa's annual regulatory compliance, and additional efforts taken and planned to control water loss.



Detailed Leak Detection Survey

Final Report

May 2022



Water Loss Consulting Department

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1 Executive Summary

Camrosa Water District (CWD) has been implementing measures to manage water losses in their water distribution system. Part of their strategy has included performing acoustic leak detection surveys to locate hidden leaks in the system. By identifying and repairing leaks in the system, CWD can reduce the level of real losses.

The field work is generally performed in two phases: first, there is a general surveying phase where accessible assets are surveyed; and second, there is a leak confirmation and pinpointing phase, where potential leak noises are verified and located. With some leaks the two steps may be performed within the same work session, but other noises in more complicated settings may need additional work sessions, additional equipment, or both to be verified and pinpoint.

E Source performed a full system leak detection survey for both the potable and the non-potable water systems at CWD totaling approximately 218 miles of pipes. The survey was conducted between November 2021 and March 2022.

E Source's Leak Detection Specialists reported a total of 21 suspected leaks on a variety of infrastructure types along the two distribution systems surveyed. The cumulative flow rate of the reported leaks was roughly estimated to be 22.5 gpm (see Table 1). From these 21 leaks, 13 were in the potable distribution system.

TABLE 1. SUMMARY OF IDENTIFIED LEAKS (BOTH SYSTEMS)

INFRASTRUCTURE TYPE	COUNT OF LEAKS	% OF TOTAL LEAKS	ESTIMATED FLOW RATE (GPM)	% OF TOTAL FLOW RATE
Air Vac	1	5%	1	4%
Blowoff	2	10%	1.5	7%
Hydrant	1	5%	0.5	2%
Meter	10	48%	6	27%
Other	5	24%	8	36%
Valve	2	10%	5.5	24%
TOTAL	21	100%	22.5	100%

The estimated leak frequencies for all the leaks located in the potable water distribution system was 7.3 leaks per 100 miles of main. Similarly, the estimated frequency for meter/services leaks per 1,000 customers was 1.1. When comparing the leak frequencies at Camrosa with the frequencies at other systems surveyed by E Source, the leak frequency of all leaks per 100 miles of main is significantly below the median of the data set while the leak frequency for service and meter leaks is slightly below the median.

The estimated annual volume of leakage from the identified leaks in the potable water system is 6.57 MG (20.162 acre-ft), assuming the identified leaks flowed for an average of 1-year. However, these estimates of savings hinges on flow rates assessed using leak noise intensity and assumed leak duration, so the estimate is subject to a wide margin of error. The repair of the leaks identified with this survey represents potential annual savings of \$33,550.

The FY 2020-2021 water audit for Camrosa estimated a real loss volume of 630.6 acre-ft/year (205.49 MG/year) or approximately 70 gallons/connection/day. A full survey of the water distribution system discovered a total of 13 leaks at an estimated flowrate of 12.5 gpm, representing 6.57 MG (20.162 acre-ft), if assumed to flow for 1 year. Based on the results of the water audit, there is potentially additional real losses throughout the distribution system. These calculated losses may be due to background losses or errors in the water audit or in the estimation of apparent losses. Camrosa may explore the cost effectiveness of other options to manage these losses. Recommended options include:

- Perform periodic leak detection surveys to locate non-surfacing leaks that may occur in between surveys.
- Conduct a Real Loss Component Analysis to have a better understanding of the leakage profile at Camrosa which will help determine cost effective strategies for real loss reduction.
- Evaluate the implementation of District Metered Areas for additional real loss management.

2 Background

Camrosa Water District (CWD) has been implementing measures to manage water losses in their water distribution system. Part of their strategy has included performing acoustic leak detection surveys to locate hidden leaks in the system. By identifying and repairing leaks in the system, CWD can reduce the level of real losses.

E Source performed a full system leak detection survey for both the potable and the non-potable water systems at CWD starting on November 2021 and finishing in March 2022. That survey identified a total of 21 leaks with an estimated flow of 22.5 gpm. This report summarizes the methodology and findings of the leak detection study performed.

3 Leak Detection Survey

All water distribution systems experience leakage. The identification and repair of leaks is an essential practice to maintain an efficient system. Some leaks cause water to reach the surface and they can be visually identified and repaired. Other leaks - in which water does not surface - may go unnoticed for long periods of time. An acoustic leak detection survey is a type of field investigation where a technician employs specialized equipment to identify and locate any hidden leaks in the distribution system by listening for noise generated by leaks. The survey entails a visual and acoustic inspection of hydrants, valves, customer services and meters as these assets provide access to listen to the buried water infrastructure.

During the field work, E Source technicians surveyed the complete potable and non-potable water distribution networks, approximately 218 miles of pipes.

3.1 Methodology

Prior to performing the field survey, E Source technicians review infrastructure maps and then coordinate with the City the most appropriate plan and route for the survey. During this planning stage, E Source may request for the City to identify any areas that may require special consideration such as high-risk areas, gated communities, and sensitive or high-use customers.

The field work is generally performed in two phases: first, there is a general surveying phase where accessible assets are surveyed; and second, there is a leak confirmation and pinpointing phase, where potential leak noises are verified and located. With some leaks the two steps may be performed within the same work session, but other noises in more complicated settings may need additional work sessions, additional equipment, or both to be verified and pinpoint.

During the initial survey work, E Source's leak detection technicians used an acoustic leak sounding device to come into contact with meters, service connections, hydrants, and valves throughout the water distribution system to listen for any possible leak noise (see Figure 1). If there is a leak in the surrounding area, the electronic equipment amplifies the noise generated by the leak and the technician is alerted that there is a leak. When the technicians hear a potential leak noise and there are no visible signs of a leak, such as water on the surface, all potential leak noises are verified either with an alternate method or at a later time.

During the leak verification process, the technicians work to confirm that the noise is caused by a leak and to identify a more exact location of the leak. Depending on the complexity in locating the leak, a digital leak noise correlator or a ground-mic may be used. This phase may also require assistance from the City either to operate hydrants, operate valves, or shut-off water service to individual customers.

In the event that E Source technicians cannot perform the survey during normal business hours due to traffic congestion, ambient noise, or safety concerns, E Source performs the field work at a time when these factors can be mitigated which may be during the weekend, late at night, or very early in the morning. For these cases, E Source may also deploy overnight loggers installed at previously identified locations to record noise during off-hours.

The noises that are confirmed as a leak noise and upon pinpointing the leak location, the E Source technician marks the location of the leak as agreed with the City and generated a leak report documenting the location, estimated flowrate, and other relevant information.

Leak flow rates are estimated for all detected leaks based on either the leak's appearance (when visible) or the intensity of the noise produced (when buried). Typically, leaks are not audible when flowing at less than 1.0 gallon per minute (gpm). Furthermore, leak noise intensity depends on the severity of the leak, proximity to the sounding point, and pipe material. Therefore, leak flow rate estimates are approximate.

3.2 Equipment

The leak detection survey was conducted using a Fluid Conservation System (FCS) L-Mic sonic leak detection probe, SebaKmt HL-50 listening device, and a SebaKmt Cor 8 digital leak noise correlator. A Vivax-Metrotech pipeline locator was also utilized to confirm the actual location of pipelines and services.

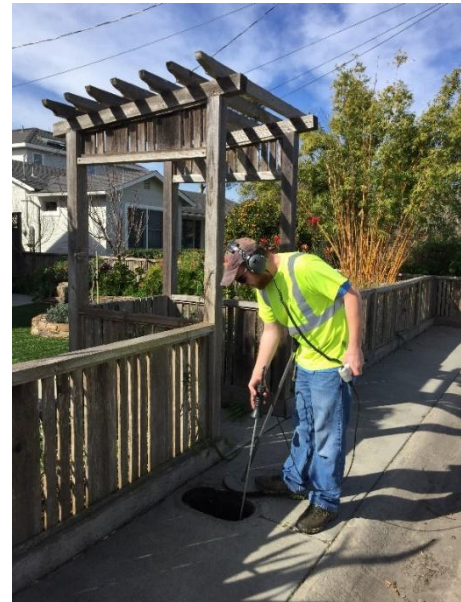


FIGURE 1: SOUNDING ROD FOR ACOUSTIC LEAK SURVEY

3.3 Tracking and Reporting

Project progress and findings are documented in an on-line spreadsheet that the City may access throughout the project. Daily survey mileage tracking and verified leaks are reported in this sheet. In addition, the location and relevant data of verified leaks are collected using a web-based GIS application that records geographic coordinates and generates a one-page report including the location of the leak on a map and photographs. Figure 2 shows a snapshot of the Leak List generated for Camrosa. Appendix A contains a table with the full list. Appendix B contains the individual leak reports.

Report Number	Date Found	Address/Location	WSO - Leak Suspected		Comments
			Leak Type	Estimated GPM	
1	11/14/2021	310 Cortez Cir	Meter	1	Leaking from DCDA packing gland needs repair valve packing gland
2	11/14/2021	365 Balboa Cir	Blow-off	1	Water visibly leaking from blowoff
3	11/16/2021	5653 Calle Sencillo	Meter	0.5	
4	11/17/2021	Worth Way	Meter	0.5	service Line vent leaking
5	11/17/2021	Worth Way	Air Vac	1	Leaking Air vac
6	11/17/2021	Worth Way	Meter	0.5	Leaking at meter pit
7	11/18/2021	Calleguas Creek & Pumping Station	Other	2	Pumps leaking during operation
8	11/18/2021	Calleguas Creek & Pumping Station	Other	2	Pumps leaking during operation
9	11/18/2021	Calleguas Creek & Pumping Station	Other	1	Pumps leaking during operation
10	11/18/2021	Calleguas Creek & Pumping Station	Valve	0.5	Pumps leaking during operation
11	11/18/2021	Calleguas Creek & Pumping Station	Other	1	Pumps leaking during operation
12	11/18/2021	Calleguas Creek & Pumping Station	Other	2	Pumps leaking during operation
13	12/4/2021	5171 Verdugo Way	Meter	1	Leaking from DCDA packing gland needs repair valve packing gland
14	12/6/2021	803 Paseo Tosemar	Meter	0.5	
15	12/6/2021	872 Paseo Tosemar	Meter	0.5	
16	3/4/2022	1590 Paso Robles	Meter	0.5	
17	3/16/2022	Cross country line close to Moorpark Rd and Keisha Dr	Valve	5	Coordinates: Lat: 34.26107 Lon: -118.86602
18	3/24/2022	5980 Paseo Encantada	Meter	0.5	
19	3/24/2022	6008 Via Montañez	Meter	0.5	Small gasket leak
20	3/25/2022	6208 Paseo Encantada	Hydrant	0.5	Leak is on the gasket of the shut off nut
21	3/30/2022	3-D Reservoir	Blow-off	0.5	Leak is on blow off. Assisted by CWD

FIGURE 2. SNAPSHOT OF LEAK LIST

4 Results

E Source's Leak Detection Specialists reported a total of 21 suspected leaks on a variety of infrastructure types along the 218 miles of system surveyed. The cumulative flow rate of the reported leaks was roughly estimated to be 22.5 gpm (see Table 2). From these 21 leaks, 13 were in the potable distribution system (see Table 3).

Typically, potable water distribution systems experience more count of leaks on services and/or meters, as shown in these results. In the potable system a total of 9 suspected leaks were identified on meters, approximately 44% of the estimated leak flow. The asset with the most leak flow identified is a valve on a 12-inch cross country main in the northeast corner of the system. Most of the leaks found in the non-potable system (see Table 4) were in the Calleguas Reclaimed Water Pond pumps area, approximate 85% of the estimated volume.

Figure 3 shows the location of the leaks identified through this survey. Two areas with leak clusters can be identified: the Camarillo Springs area (Potable system) and the Calleguas Creek ponds pump station (Non-Potable system).

TABLE 2. SUMMARY OF IDENTIFIED LEAKS (BOTH SYSTEMS)

INFRASTRUCTURE TYPE	COUNT OF LEAKS	% OF TOTAL LEAKS	ESTIMATED FLOW RATE (GPM)	% OF TOTAL FLOW RATE
Air Vac	1	5%	1	4%
Blowoff	2	10%	1.5	7%
Hydrant	1	5%	0.5	2%
Meter	10	48%	6	27%
Other	5	24%	8	36%
Valve	2	10%	5.5	24%
TOTAL	21	100%	22.5	100%

TABLE 3. SUMMARY OF IDENTIFIED LEAKS IN POTABLE SYSTEM

INFRASTRUCTURE TYPE	COUNT OF LEAKS	% OF TOTAL LEAKS	ESTIMATED FLOW RATE (GPM)	% OF TOTAL FLOW RATE
Blowoff	2	15%	1.5	12%
Hydrant	1	8%	0.5	4%
Meter	9	69%	5.5	44%
Valve	1	8%	5	40%
TOTAL	13	100%	12.5	100%

TABLE 4. SUMMARY OF IDENTIFIED LEAKS IN NON-POTABLE SYSTEM

INFRASTRUCTURE TYPE	COUNT OF LEAKS	% OF TOTAL LEAKS	ESTIMATED FLOW RATE (GPM)	% OF TOTAL FLOW RATE
Air Vac	1	13%	1	10%
Meter	1	13%	0.5	5%
Valve	1	13%	0.5	5%
Other	5	63%	8	80%
TOTAL	8	100%	10	100%

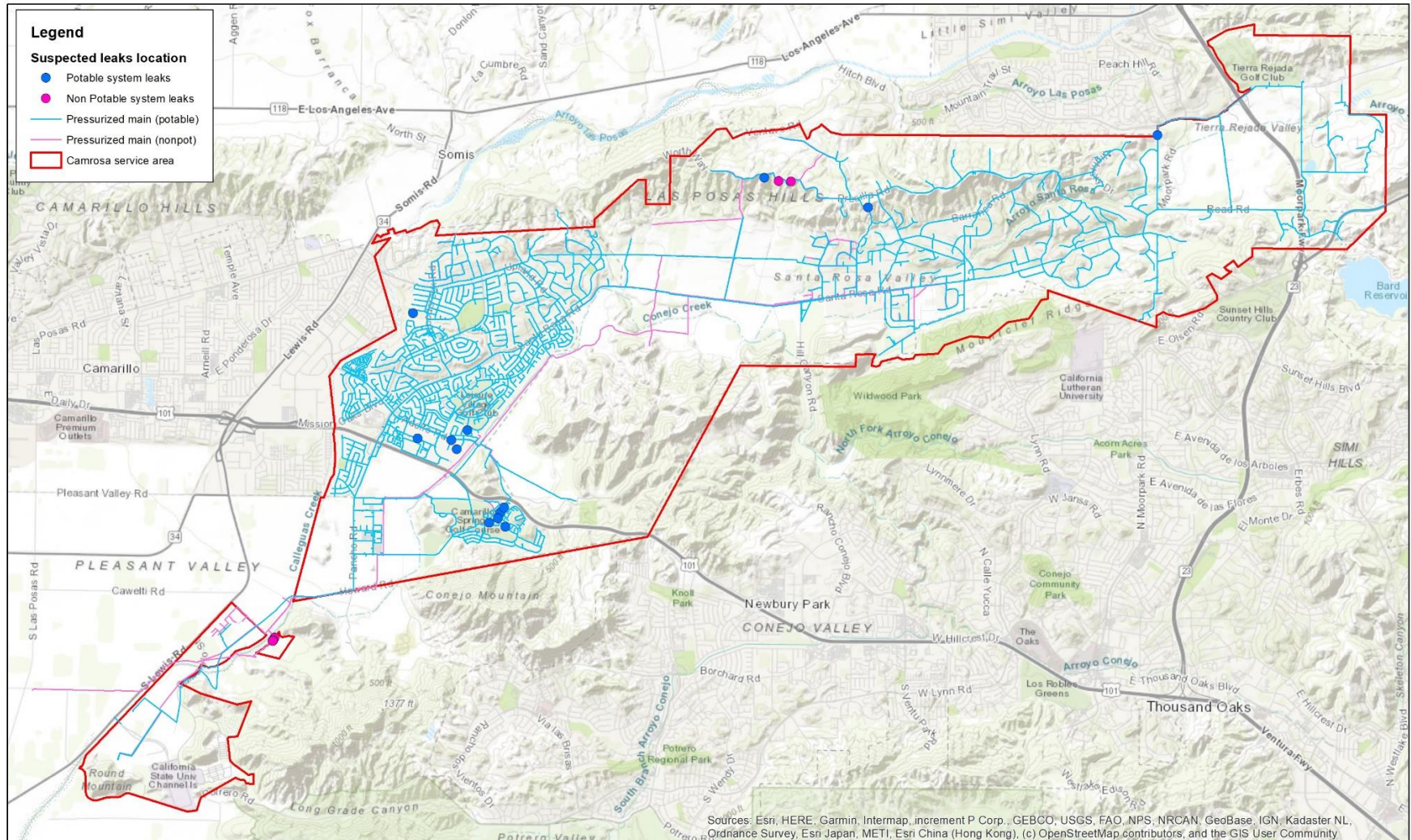


FIGURE 3. GENERAL LOCATION OF REPORTED LEAKS

4.1 Leak Frequency

Table 5 presents the failure frequencies in the potable water system for Camrosa based on the leaks identified during the leak survey. It should be noted that the total leak frequency for the system may be higher, when accounting for all leaks in addition to the leaks reported through this survey.

TABLE 5. LEAK FREQUENCY FOR CAMROSA POTABLE WATER SYSTEM

LEAK TYPE	Units	Potable system
ALL LEAKS	Leaks/100 miles of main	7.34
METER & SERVICE LEAKS	Leaks/1,000 connections	1.12

E Source has compiled and analyzed findings of leak detection surveys conducted in recent years at potable water systems with high and low levels of losses throughout various states, including California, Colorado, and Tennessee. Figure 4 and Figure 5 compares the frequencies of leaks located at Camrosa with other systems surveyed by E Source. CWD leak frequency of all leaks per 100 miles of main is significantly below the median of the data set while the leak frequency of service and meter leaks per 1,000 customers is slightly below the median.

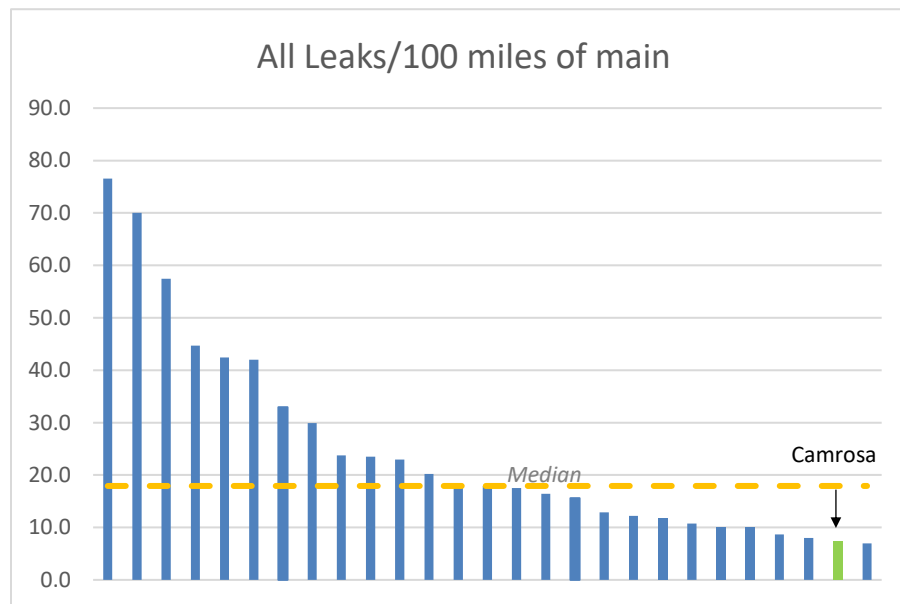


FIGURE 4. COMPARISON OF FAILURE FREQUENCIES FOR ALL LEAKS (POTABLE SYSTEM)

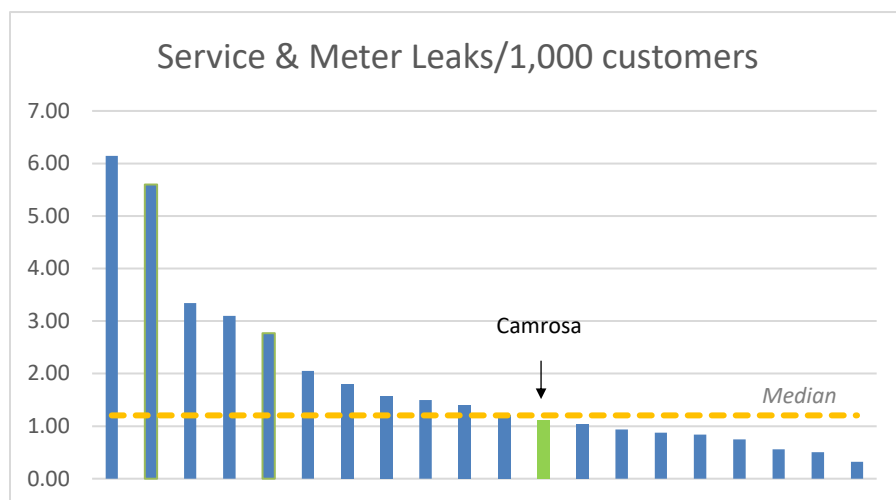


FIGURE 5. COMPARISON OF FAILURE FREQUENCIES FOR SERVICE & METER LEAKS (POTABLE SYSTEM)

4.2 Leak Repair Savings

Ongoing leakage carries a direct financial cost to utilities, namely the cost to produce the water that is leaking. Other indirect costs that are more difficult to quantify are costs of future breaks of greater magnitude. Thus, one of the main benefits of leak repairs is the reduction in the volume of water produced and distributed that may result from having less leakage flows throughout the system. This reduction in water production and distribution represents a reduction in operating expenses. To estimate potential financial savings from leak repairs, the volume of leakage recovered is valued at the Variable Production Cost (VPC) of water. The VPC is defined in the M36 Manual as the variable cost to treat and deliver the next unit of water. It typically includes the expenses related to treatment chemicals and electric power to treat and pump water through the distribution system.

Since Camrosa performed two full system leak detection surveys about 2 years apart, the unreported leaks located on the second round would run on average 1 year. Therefore, the estimated annual volume of potentially recoverable leakage from the leaks reported during this survey is 6.57 MG (20.162 acre-ft). However, these estimates of savings hinges on flow rates assessed using leak noise intensity and assumed leak duration, so the estimate is subject to a wide margin of error.

Table 6 presents potential estimated savings for Camrosa if all potable water leakage identified during this survey is repaired. The estimated savings are calculated assuming a VPC of \$3.82 per 100 cubic feet, as reported by Camrosa in the FY 2020-2021 water audit. The repair of the leaks identified with this survey represents potential annual savings of \$33,550.

TABLE 6. COST SAVINGS CALCULATION

ESTIMATED LEAK FLOW RATE	12.5 gpm (1.67 ft ³ /min)
ASSUMED LEAK DURATION	1 year
ESTIMATED TOTAL LEAK VOLUME	6.57 MG (878,281 FT ³)
VARIABLE PRODUCTION COST	\$ 3.82 (\$/100 ccf)
ESTIMATED ANNUAL COST REDUCTION	\$33,550

5 Summary and Recommendations

E Source performed an acoustic leak detection survey of the complete potable and non-potable water distribution systems at Camrosa. The field investigation for the leak detection survey was performed from November 2021 to March 2022. E Source's technicians identified a total of 21 suspected leaks on a variety of infrastructure types along the 218 miles of system surveyed. The cumulative flow rate of the identified leaks was roughly estimated to be 22.5 gpm.

More than half of the reported leaks were in the potable water system. Leakage typically increases with time if it is not managed in a proactive manner. Periodic full system surveys help to minimize the backlog of leaks that tend to arise and increase with time.

The estimated leak frequencies for all the leaks located in the potable water distribution system was 7.3 leaks per 100 miles of main. Similarly, the estimated frequency for meter/services leaks per 1,000 customers was 1.1. When comparing the leak frequencies at Camrosa with the frequencies at other systems surveyed by E Source, the leak frequency of all leaks per 100 miles of main is significantly below the median of the data set while the leak frequency for service and meter leaks is slightly below the median.

The estimated annual volume of leakage from the identified leaks in the potable water system is 6.57 MG (20.162 acre-ft), assuming the identified leaks flowed for an average of 1-year. However, these estimates of savings hinges on flow rates assessed using leak noise intensity and assumed leak duration, so the estimate is subject to a wide margin of error. The repair of the leaks identified with this survey represents potential annual savings of \$33,550.

The FY 2020-2021 water audit for Camrosa estimated a real loss volume of 630.6 acre-ft/year (205.49 MG/year) or approximately 70 gallons/connection/day. A full survey of the water distribution system discovered a total of 13 leaks at an estimated flowrate of 12.5 gpm, representing 6.57 MG (20.162 acre-ft), if assumed to flow for 1 year. Based on the results of the water audit, there is potentially additional real losses throughout the distribution system. These calculated losses may be due to background losses or errors in the water audit or in the estimation of apparent losses. Camrosa may explore the cost effectiveness of other options to manage these losses. Recommended options include:

- Perform periodic leak detection surveys to locate non-surfacing leaks that may occur in between surveys.
- Conduct a Real Loss Component Analysis to have a better understanding of the leakage profile at Camrosa which will help determine cost effective strategies for real loss reduction.
- Evaluate the implementation of District Metered Areas for additional real loss management.

APPENDIX A: LEAK LIST

Report Number	Date Found	Address/Location	Leak Type	System	Estimated GPM	Comments
1	11/14/2021	310 Cortez Cir	Meter	Potable	1	Leaking from DCDA packing gland needs repair valve packing gland
2	11/14/2021	365 Balboa Cir	Blowoff	Potable	1	Water visibly leaking from blowoff
3	11/16/2021	5653 Calle Sencillo	Meter	Potable	0.5	
4	11/17/2021	Worth Way	Meter	Potable	0.5	service Line vent leaking
5	11/17/2021	Worth Way	Air Vac	Non-Potable	1	Leaking Air vac
6	11/17/2021	Worth Way	Meter	Non-Potable	0.5	Leaking at meter pit
7	11/18/2021	Calleguas Creek & Pumping Station	Other	Non-Potable	2	Pumps leaking during operation
8	11/18/2021	Calleguas Creek & Pumping Station	Other	Non-Potable	2	Pumps leaking during operation
9	11/18/2021	Calleguas Creek & Pumping Station	Other	Non-Potable	1	Pumps leaking during operation
10	11/18/2021	Calleguas Creek & Pumping Station	Valve	Non-Potable	0.5	Pumps leaking during operation
11	11/18/2021	Calleguas Creek & Pumping Station	Other	Non-Potable	1	Pumps leaking during operation
12	11/18/2021	Calleguas Creek & Pumping Station	Other	Non-Potable	2	Pumps leaking during operation
13	12/4/2021	5171 Verdugo Way	Meter	Potable	1	Leaking from DCDA packing gland needs repair valve packing gland
14	12/6/2021	803 Paseo Tosemar	Meter	Potable	0.5	
15	12/6/2021	872 Paseo Tosemar	Meter	Potable	0.5	
16	3/4/2022	1590 Paso Robles	Meter	Potable	0.5	
17	3/16/2022	Cross country line close to Moorpark Rd and Keisha Dr	Valve	Potable	5	Coordinates: Lat: 34.26107, Lon: -118.86602
18	3/24/2022	5980 Paseo Encantada	Meter	Potable	0.5	
19	3/24/2022	6008 Via Montañez	Meter	Potable	0.5	Small gasket leak
20	3/25/2022	6208 Paseo Encantada	Hydrant	Potable	0.5	Leak is on the gasket of the shut off nut
21	3/30/2022	3-D Reservoir	Blowoff	Potable	0.5	Leak is on blow off. Assisted by CWD

APPENDIX B: INDIVIDUAL LEAK REPORTS

LEAK REPORT

Date: November 14, 2021

Report #: 1

Survey ☒

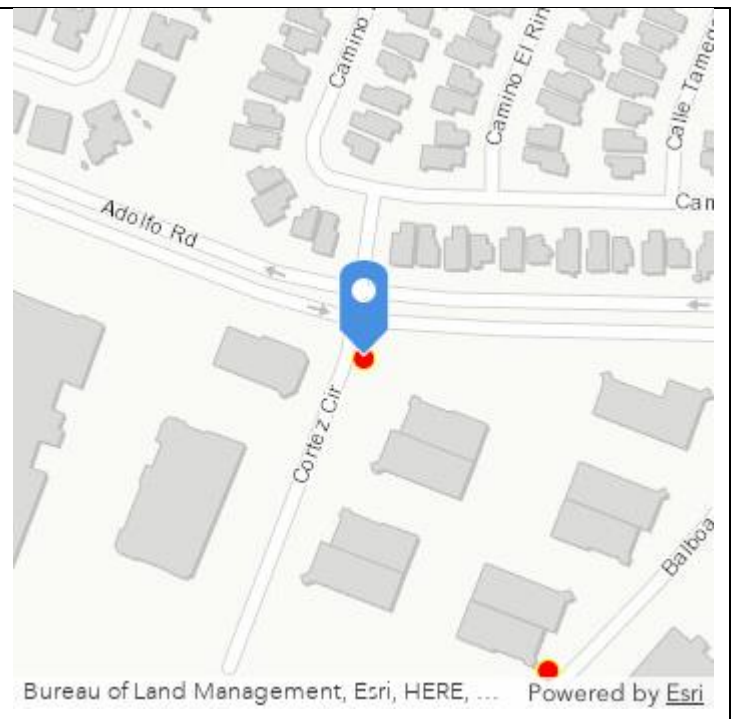
Recheck ☐

Location Error ☐

Request ☐

LOCATION	LEAK DATA	DETAILS
Address: 310 Cortez Cir	Leak Suspected On: Meter	ESTIMATION (GPM): 1
Cross Street: Adolfo	Leak Indication: Visual	LEAK COVER: Soil
System: Potable		ACTION:

COORDINATES (DMS):	
Longitude: -118.99410	Latitude: 34.21412



Comments: Leaking from DCDA packing gland needs repair valve packing gland

Note:
Does this leak report supersede an original leak report?

Reason:

Retest:

Technician: Henry Scott

LEAK REPORT

Date: November 14, 2021

Report #: 2

Survey ☒

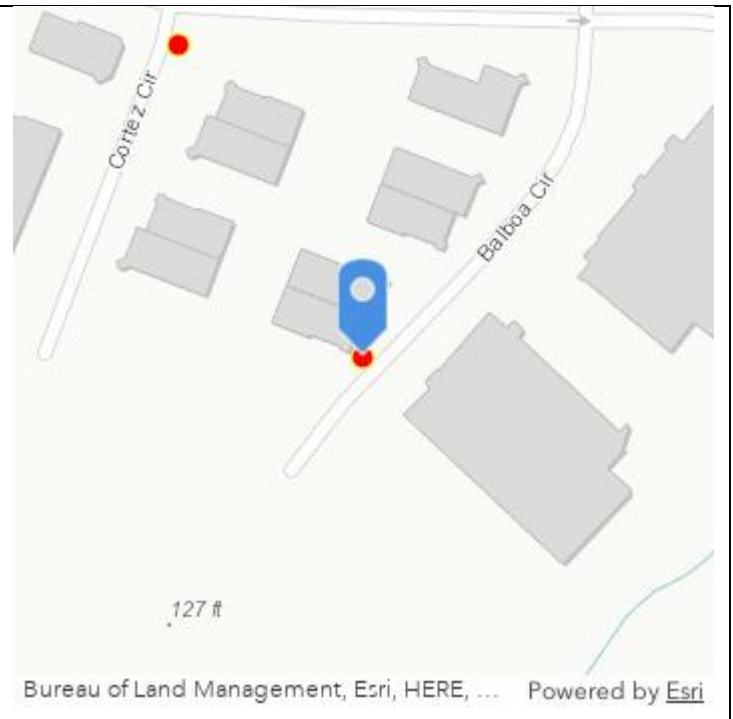
Recheck ☐

Location Error ☐

Request ☐

LOCATION	LEAK DATA	DETAILS
Address: 365 Balboa	Leak Suspected On: Blowoff	ESTIMATION (GPM): 1
Cross Street:	Leak Indication: Visual	LEAK COVER: Soil
System: Potable		ACTION:

COORDINATES (DMS):	
Longitude: -118.99311	Latitude: 34.21274



Comments:

Note:
Does this leak report supersede an original leak report?

Reason:

Retest:

Technician: Henry Scott

LEAK REPORT

Date: November 16, 2021

Report #: 3

Survey ☒

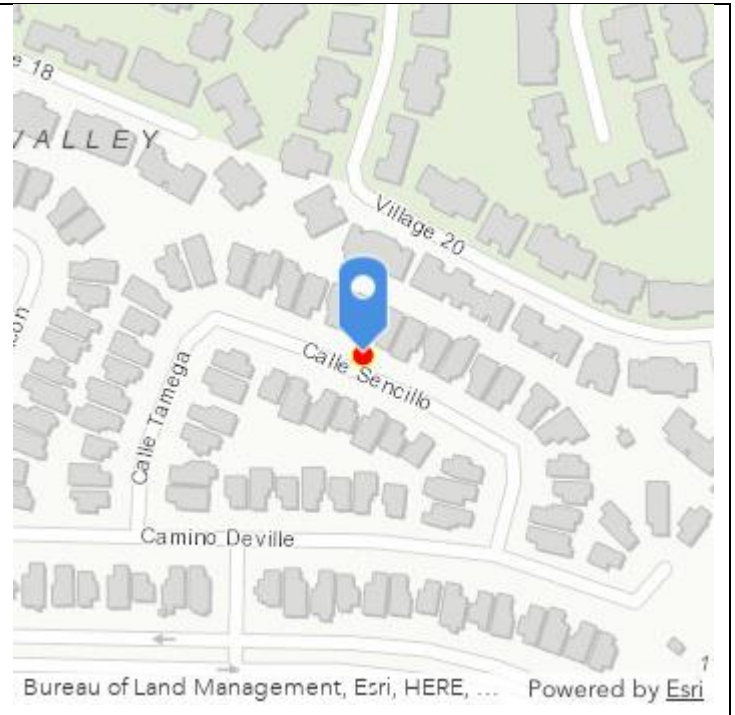
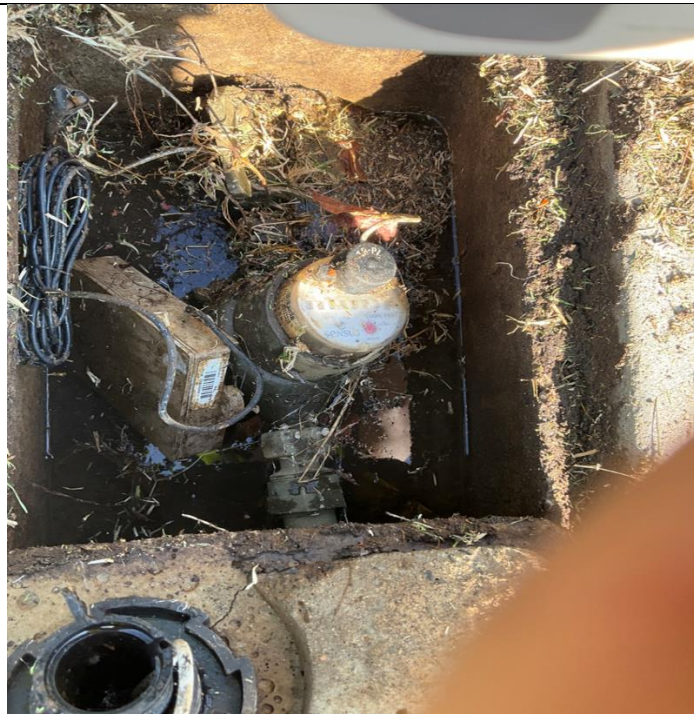
Recheck ☐

Location Error ☐

Request ☐

LOCATION	LEAK DATA	DETAILS
Address: 5653 Calle Sencillo	Leak Suspected On: Meter	ESTIMATION (GPM): 0.5
Cross Street: Camino Deville	Leak Indication: Acoustic, visual	LEAK COVER: Meter pit
System: Potable		ACTION:

COORDINATES (DMS):	
Longitude: -118.99123	Latitude: 34.21562



Comments:

Note:
Does this leak report supersede an original leak report? No

Reason:

Retest:

Technician: Ulysses Navarro

LEAK REPORT

Date: November 17, 2021

Report #: 4

Survey ☒

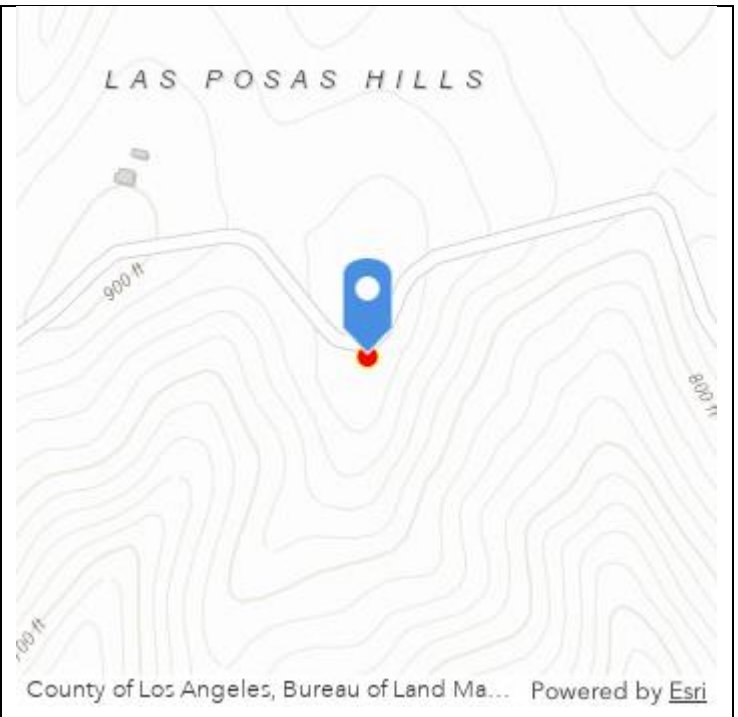
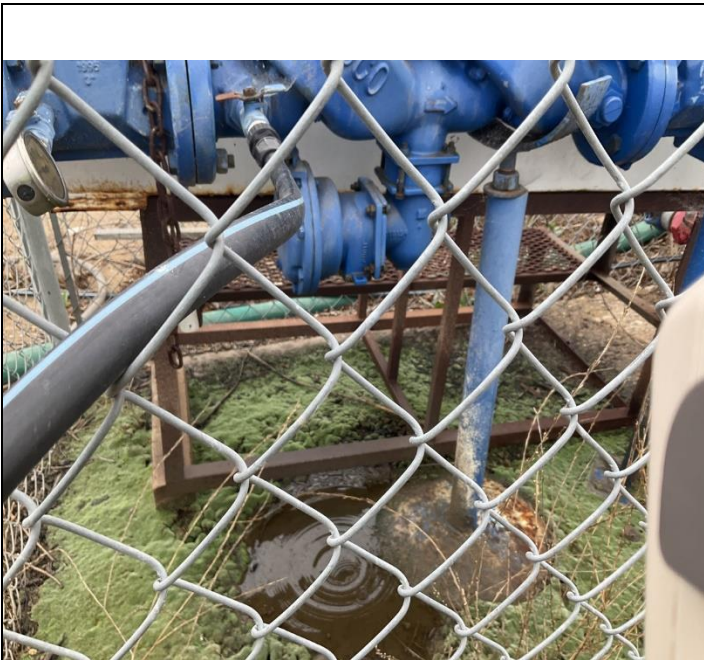
Recheck ☐

Location Error ☐

Request ☐

LOCATION	LEAK DATA	DETAILS
Address: Worth Way	Leak Suspected On: Meter	ESTIMATION (GPM): 0.5
Cross Street: Ranch Fields	Leak Indication: Visual, acoustic	LEAK COVER: Soil
System: Potable		ACTION:

COORDINATES (DMS):	
Longitude: -118.9376	Latitude: 34.25415



Comments:

Note:

Does this leak report supersede an original leak report? No

Reason:

Retest:

Technician: Ulysses Navarro

LEAK REPORT

Date: November 17, 2021

Report #: 5

Survey ☒

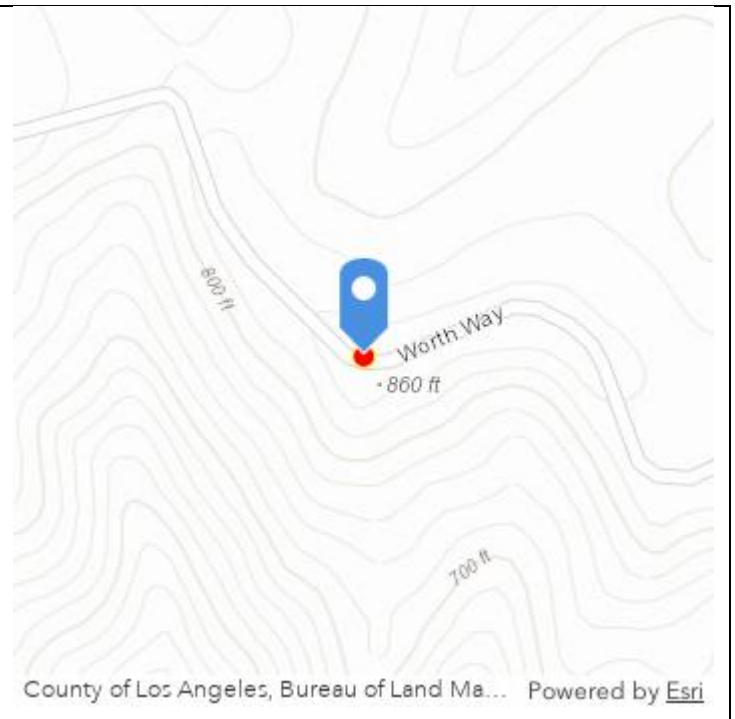
Recheck ☐

Location Error ☐

Request ☐

LOCATION	LEAK DATA	DETAILS
Address: Worth Way	Leak Suspected On: Air Vac	ESTIMATION (GPM): 1
Cross Street:	Leak Indication: Visual	LEAK COVER: Soil
System: Non-Potable		ACTION:

COORDINATES (DMS):	
Longitude: -118.93500	Latitude: 34.25368



Comments:

Note:
Does this leak report supersede an original leak report?

Reason:

Retest:

Technician: Henry Scott

LEAK REPORT

Date: November 17, 2021

Report #: 6

Survey ☒

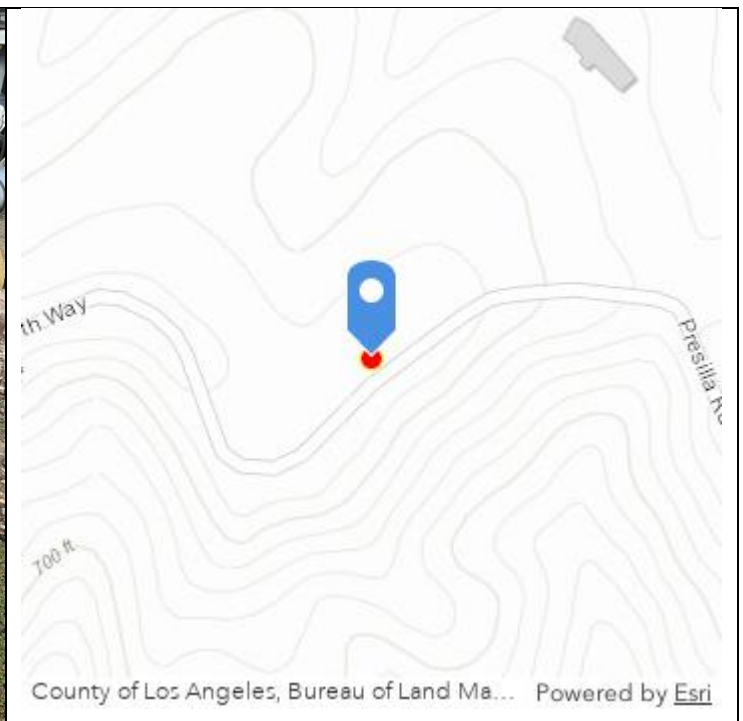
Recheck ☐

Location Error ☐

Request ☐

LOCATION	LEAK DATA	DETAILS
Address: Worth Way	Leak Suspected On: Meter	ESTIMATION (GPM): 0.5
Cross Street: Fields	Leak Indication: Visual	LEAK COVER: Soil
System: Non-Potable		ACTION:

COORDINATES (DMS):	
Longitude: -118.93272	Latitude: 34.25363



Comments:

Note:
Does this leak report supersede an original leak report? No

Reason:

Retest:

Technician: Ulysses Navarro

LEAK REPORT

Date: November 18, 2021

Report #: 7

Survey ☒

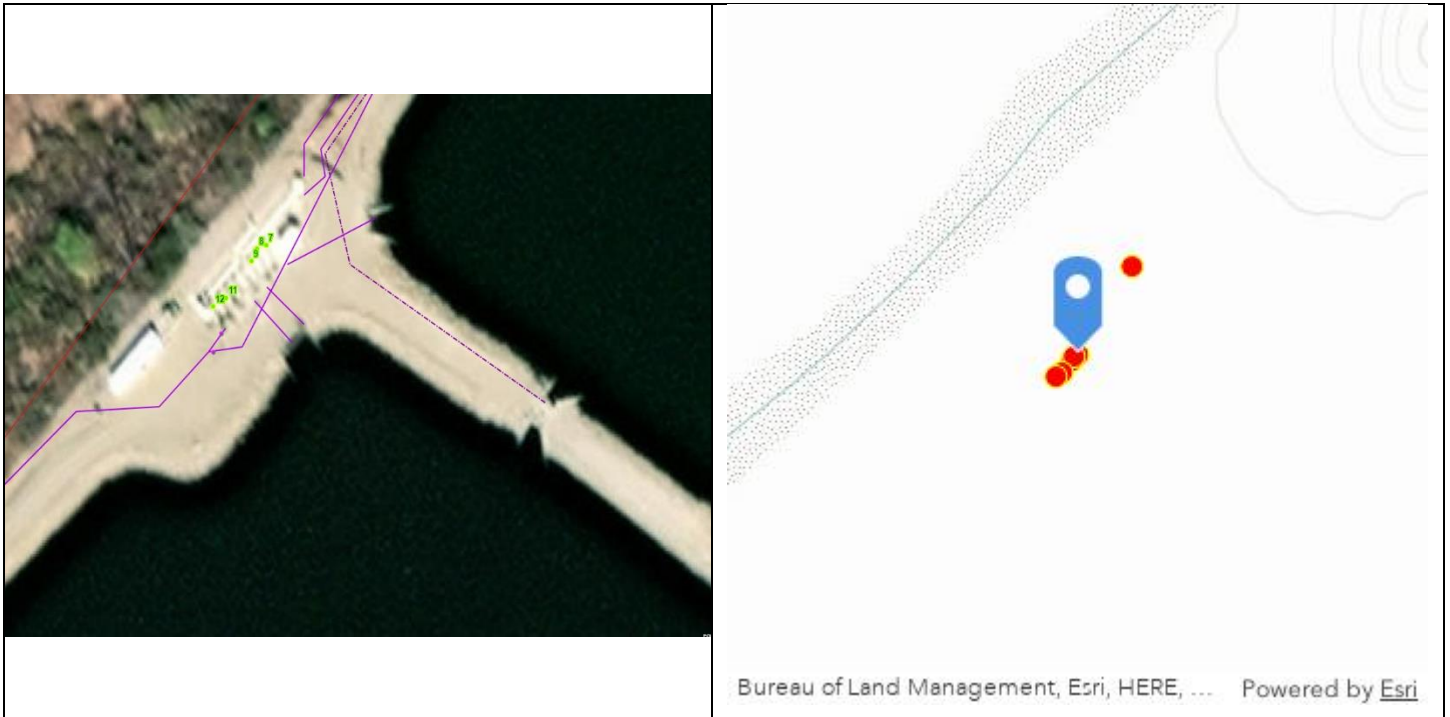
Recheck ☐

Location Error ☐

Request ☐

LOCATION	LEAK DATA	DETAILS
Address: Calleguas Creek Ponds	Leak Suspected On: Other	ESTIMATION (GPM): 2
Cross Street: Pump station	Leak Indication: Visual , sonic	LEAK COVER: Concrete
System: Non-Potable		ACTION:

COORDINATES (DMS):	
Longitude: -119.02619	Latitude: 34.18370



Comments: Pumps packing need maintenance

Note:
Does this leak report supersede an original leak report?

Reason:

Retest:

Technician: Henry Scott

LEAK REPORT

Date: November 18, 2021

Report #: 8

Survey ☒

Recheck ☐

Location Error ☐

Request ☐

LOCATION	LEAK DATA	DETAILS
Address: Calleguas Creek	Leak Suspected On: Other	ESTIMATION (GPM): 2
Cross Street: Pumping Station	Leak Indication: Visual , Sonic	LEAK COVER: Concrete
System: Non-Potable		ACTION:

COORDINATES (DMS):	
Longitude: -119.02621	Latitude: 34.18370



Comments: Pumps packing need maintenance

Note:
Does this leak report supersede an original leak report?

Reason:

Retest:

Technician: Henry Scott

LEAK REPORT

Date: November 18, 2021

Report #: 9

Survey ☒

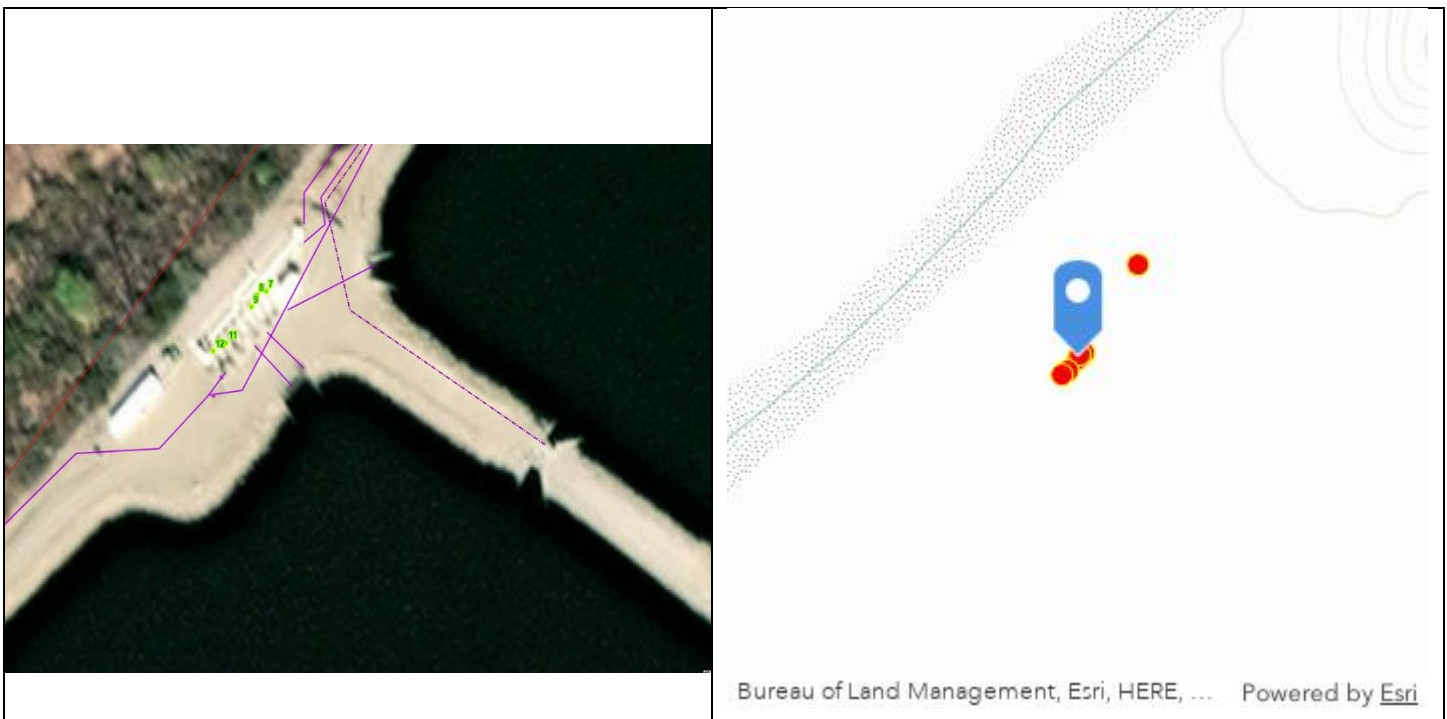
Recheck ☐

Location Error ☐

Request ☐

LOCATION	LEAK DATA	DETAILS
Address: Calleguas Creek	Leak Suspected On: Other	ESTIMATION (GPM): 1
Cross Street: Ponds	Leak Indication: Visual	LEAK COVER: Concrete
System: Non-Potable		ACTION:

COORDINATES (DMS):	
Longitude: -119.02622	Latitude: 34.18367



Comments: Pumps packing need maintenance

Note:
Does this leak report supersede an original leak report? No
Reason:

Retest:
Technician: Ulysses Navarro

LEAK REPORT

Date: November 18, 2021

Report #: 10

Survey ☒

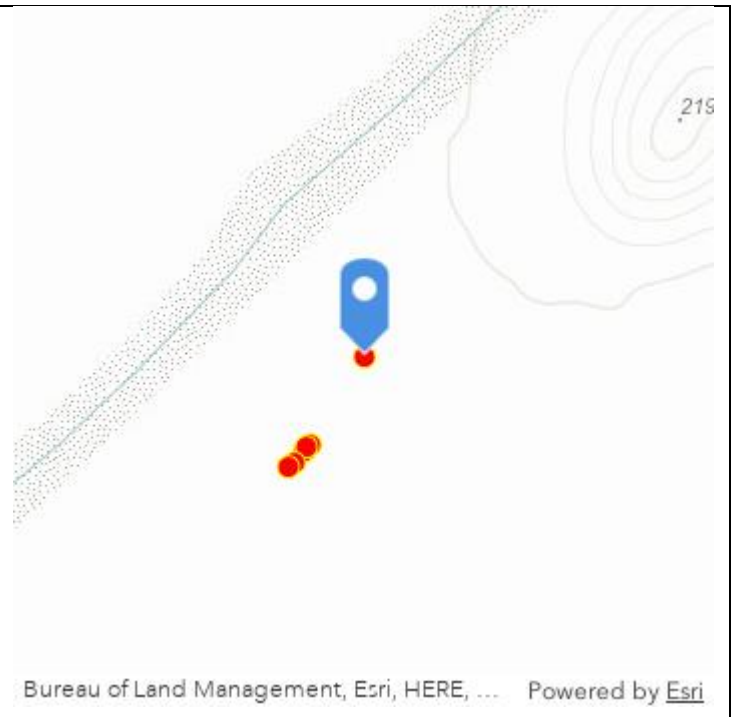
Recheck ☐

Location Error ☐

Request ☐

LOCATION	LEAK DATA	DETAILS
Address: Calleguas Creek	Leak Suspected On: Valve	ESTIMATION (GPM): 0.5
Cross Street: Ponds	Leak Indication: Visual	LEAK COVER: Concrete
System: Non-Potable		ACTION:

COORDINATES (DMS):	
Longitude: -119.02591	Latitude: 34.18409



Comments: Pressure sustaining valve need maintenance

Note:

Does this leak report supersede an original leak report? No

Reason:

Retest:

Technician: Ulysses Navarro

LEAK REPORT

Date: November 18, 2021

Report #: 11

Survey ☒

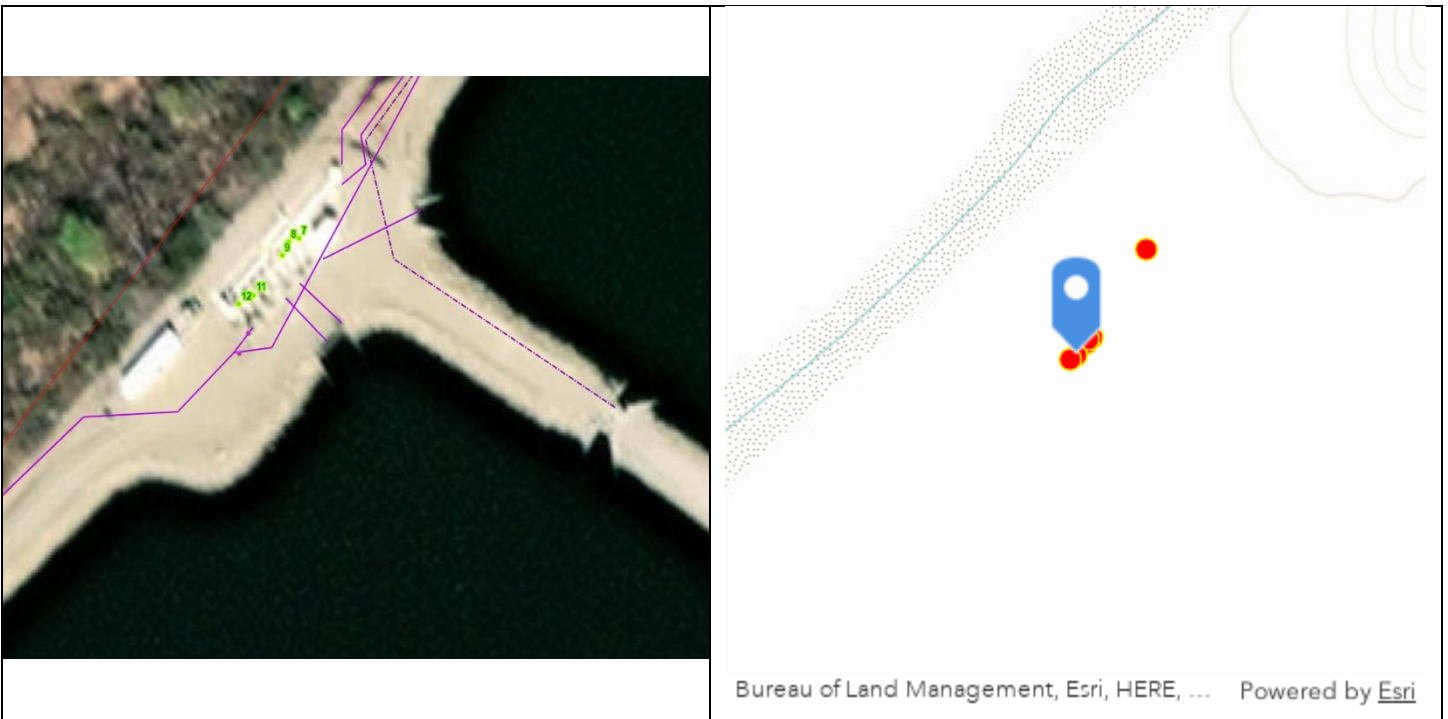
Recheck ☐

Location Error ☐

Request ☐

LOCATION	LEAK DATA	DETAILS
Address: Calleguas Creek	Leak Suspected On: Other	ESTIMATION (GPM): 1
Cross Street: Ponds	Leak Indication: Visual	LEAK COVER: Concrete
System: Non-Potable		ACTION:

COORDINATES (DMS):	
Longitude: -119.02628	Latitude: 34.18361



Comments: Pumps packing need maintenance

Note:
Does this leak report supersede an original leak report? No
Reason:

Retest:
Technician: Ulysses Navarro

LEAK REPORT

Date: November 18, 2021

Report #: 12

Survey ☒

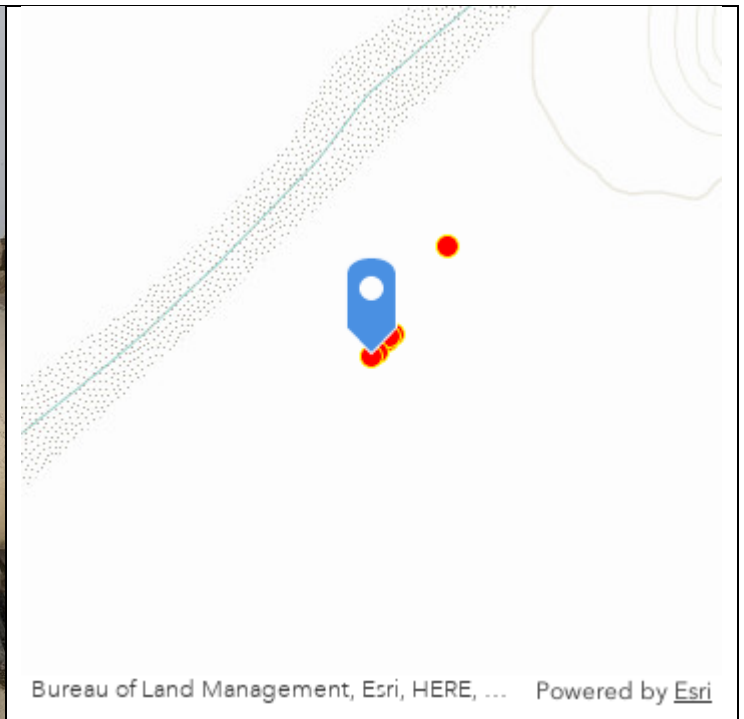
Recheck ☐

Location Error ☐

Request ☐

LOCATION	LEAK DATA	DETAILS
Address: Calleguas Creek	Leak Suspected On: Other	ESTIMATION (GPM): 2
Cross Street: Pumping station	Leak Indication: Visual	LEAK COVER: Concrete
System: Non-Potable		ACTION:

COORDINATES (DMS):	
Longitude: -119.02631	Latitude: 34.18360



Comments: Pumps need maintenance

Note:
Does this leak report supersede an original leak report?

Reason:

Retest:

Technician: Henry Scott

LEAK REPORT

Date: December 4, 2021

Report #: 13

Survey ☒

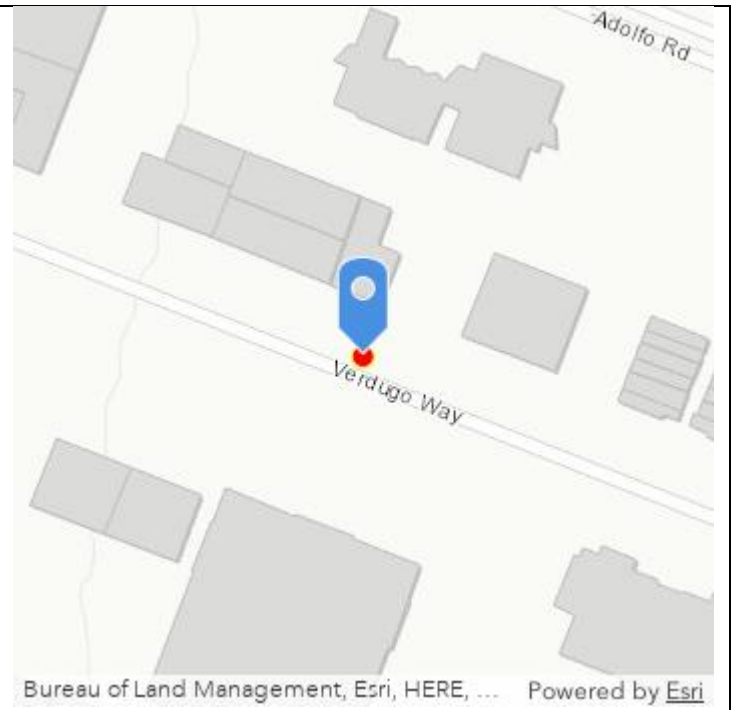
Recheck ☐

Location Error ☐

Request ☐

LOCATION	LEAK DATA	DETAILS
Address: 5171 Verdugo Way	Leak Suspected On: Meter	ESTIMATION (GPM): 1
Cross Street: Child Support Office	Leak Indication: Sonic, Visual Water	LEAK COVER: Soil
System: Potable		ACTION: Unmarked: (Comments)

COORDINATES (DMS):	
Longitude: -119.00026	Latitude: 34.21431



Comments: Leaking from DCDA packing gland needs repair valve packing gland

Note:
Does this leak report supersede an original leak report? No

Reason:

Retest:

Technician: H Scott

LEAK REPORT

Date: December 6, 2021

Report #: 14

Survey ☒

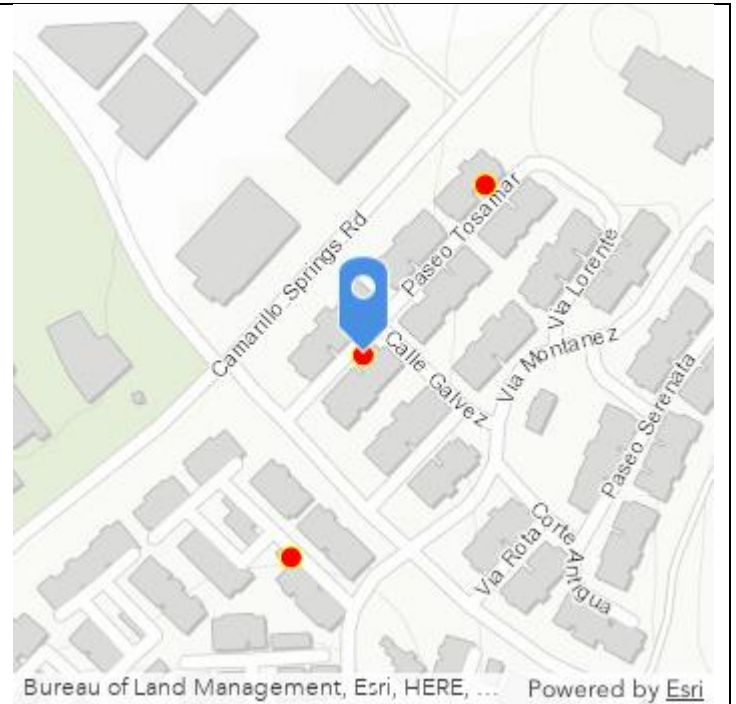
Recheck ☐

Location Error ☐

Request ☐

LOCATION	LEAK DATA	DETAILS
Address: 872 Paseo Tosemar	Leak Suspected On: Meter	ESTIMATION (GPM): 0.5
Cross Street:	Leak Indication: Sonic, Visual Water	LEAK COVER: Meter Pit
System: Potable		ACTION: Unmarked: (Comments)

COORDINATES (DMS):	
Longitude: -118.98509	Latitude: 34.20330



Comments: Small gasket leak

Note:
Does this leak report supersede an original leak report? No

Reason:

Retest: No

Technician: C Bracy

LEAK REPORT

Date: December 6, 2021

Report #: 15

Survey ☒

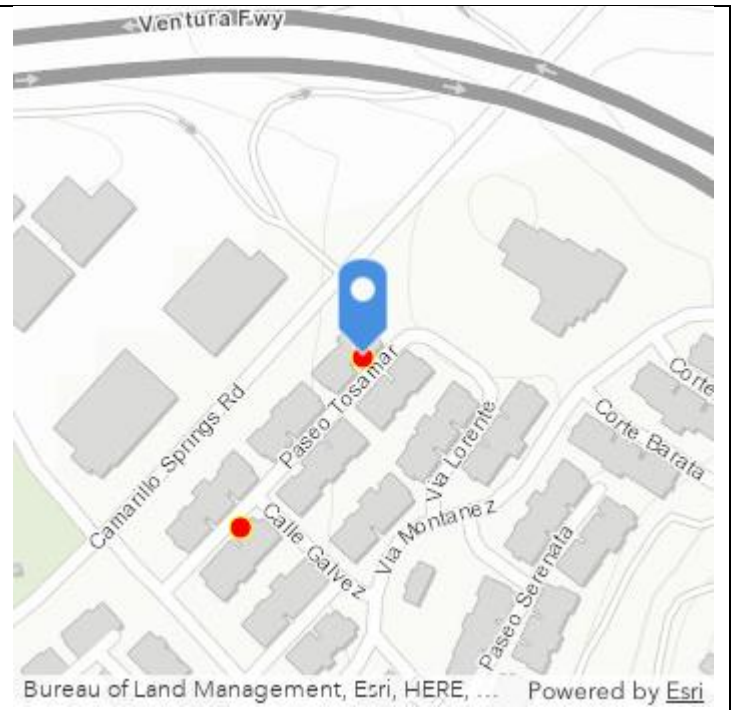
Recheck ☐

Location Error ☐

Request ☐

LOCATION	LEAK DATA	DETAILS
Address: 803 Paseo Tosemar	Leak Suspected On: Meter	ESTIMATION (GPM): 0.5
Cross Street:	Leak Indication: Sonic, Visual Water	LEAK COVER: Meter Pit
System: Potable		ACTION: Unmarked: (Comments)

COORDINATES (DMS):	
Longitude: -118.98443	Latitude: 34.20405



Comments: Gasket leak

Note:
Does this leak report supersede an original leak report? No

Reason:

Retest: No

Technician: C Bracy

LEAK REPORT

Date: March 4, 2022

Report #: 16

Survey ☒

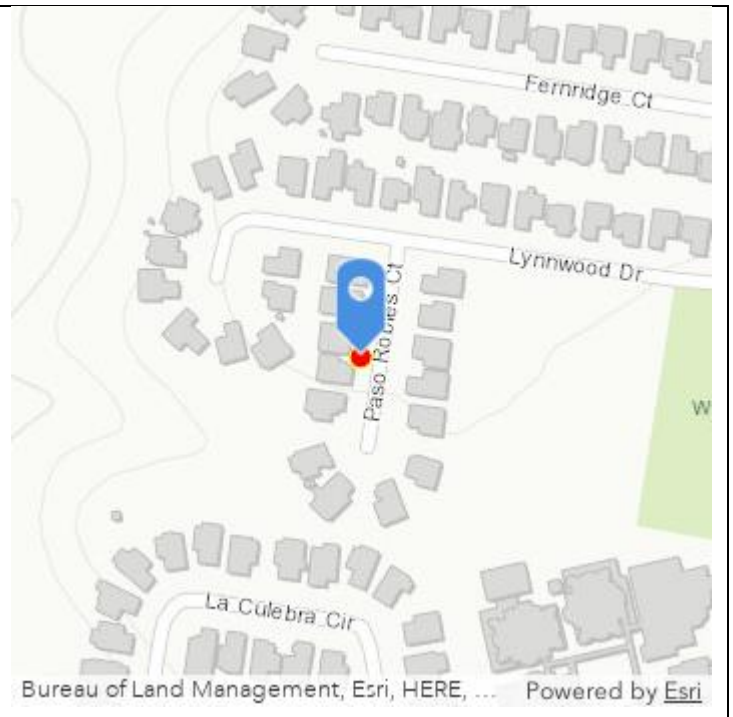
Recheck ☐

Location Error ☐

Request ☐

LOCATION	LEAK DATA	DETAILS
Address: 1590 Paso Robles	Leak Suspected On: Meter	ESTIMATION (GPM): 0.5
Cross Street: Lynnwood Dr	Leak Indication: Sonic, Visual Water	LEAK COVER: Meter Pit
System: Potable		ACTION:

COORDINATES (DMS):	
Longitude: -119.00135	Latitude: 34.23320



Comments:

Note:
Does this leak report supersede an original leak report? No

Reason:

Retest:

Technician: U Navarro

LEAK REPORT

Date: March 16, 2022

Report #: 17

Survey ☒

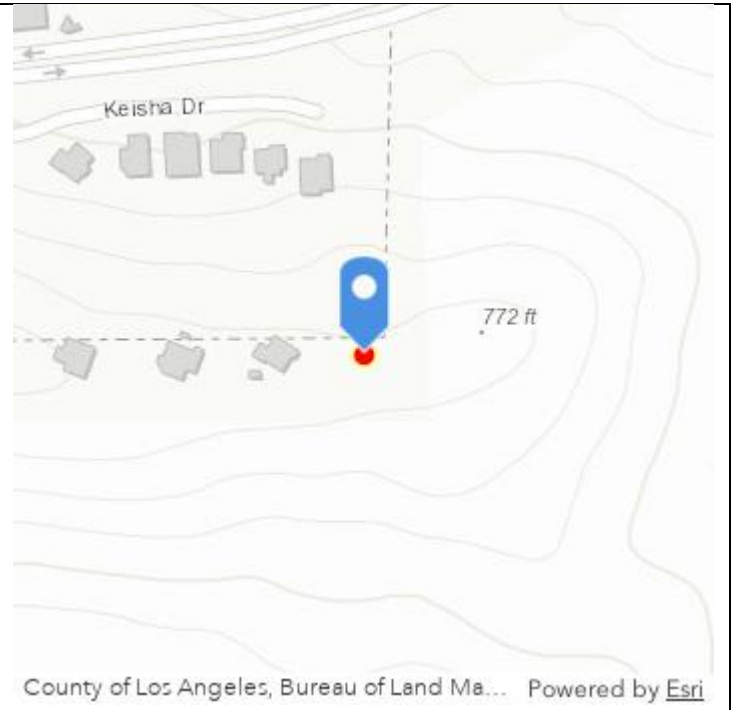
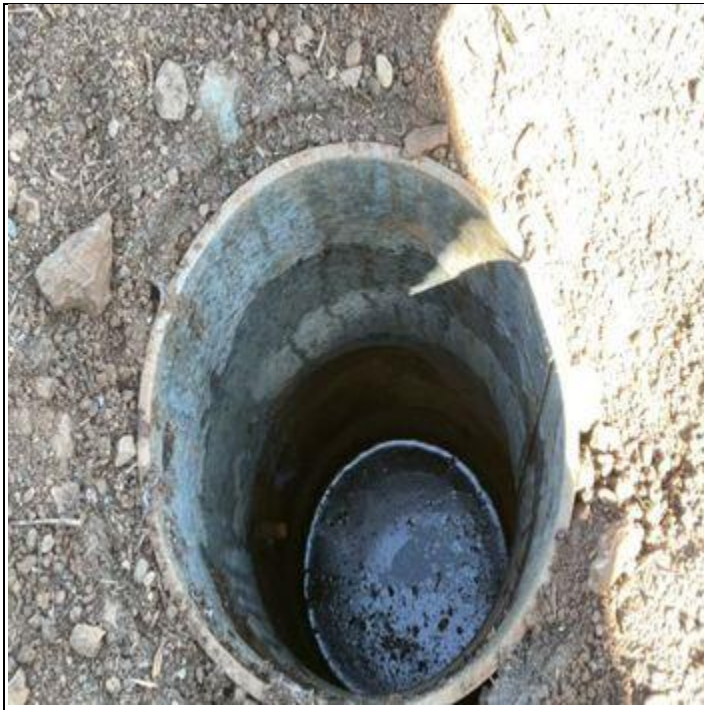
Recheck ☐

Location Error ☐

Request ☐

LOCATION	LEAK DATA	DETAILS
Address: Cross country line	Leak Suspected On: Valve	ESTIMATION (GPM): 5
Cross Street:	Leak Indication: Sonic, Visual Water	LEAK COVER: Soil
System: Potable		ACTION: Unmarked: (Comments)

COORDINATES (DMS):	
Longitude: -118.86602	Latitude: 34.26107



Comments: Close to Moorpark Rd and Keisha Dr

Note:
Does this leak report supersede an original leak report? No

Reason:

Retest:

Technician: U Navarro

LEAK REPORT

Date: March 24, 2022

Report #: 18

Survey ☒

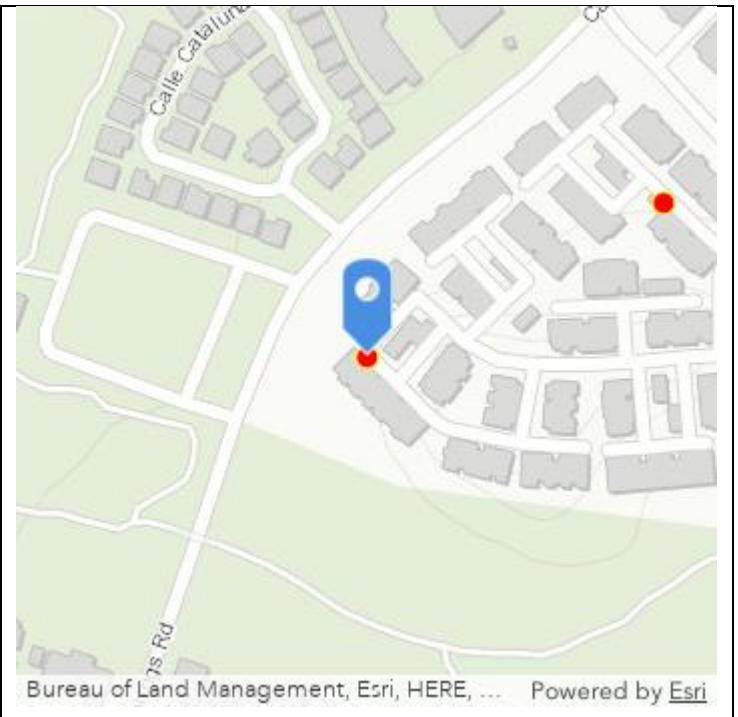
Recheck ☐

Location Error ☐

Request ☐

LOCATION	LEAK DATA	DETAILS
Address: 5980 Paseo Encantada	Leak Suspected On: Meter	ESTIMATION (GPM): 0.5
Cross Street: Via Montañez	Leak Indication: Sonic, Visual Water	LEAK COVER: Meter Pit
System: Potable		ACTION:

COORDINATES (DMS):	
Longitude: -118.98707	Latitude: 34.20172



Comments: J Lugo

Note:

Does this leak report supersede an original leak report? No

Reason:

Retest:

Technician: U Navarro, Other (input in comments)

LEAK REPORT

Date: March 24, 2022

Report #: 19

Survey ☒

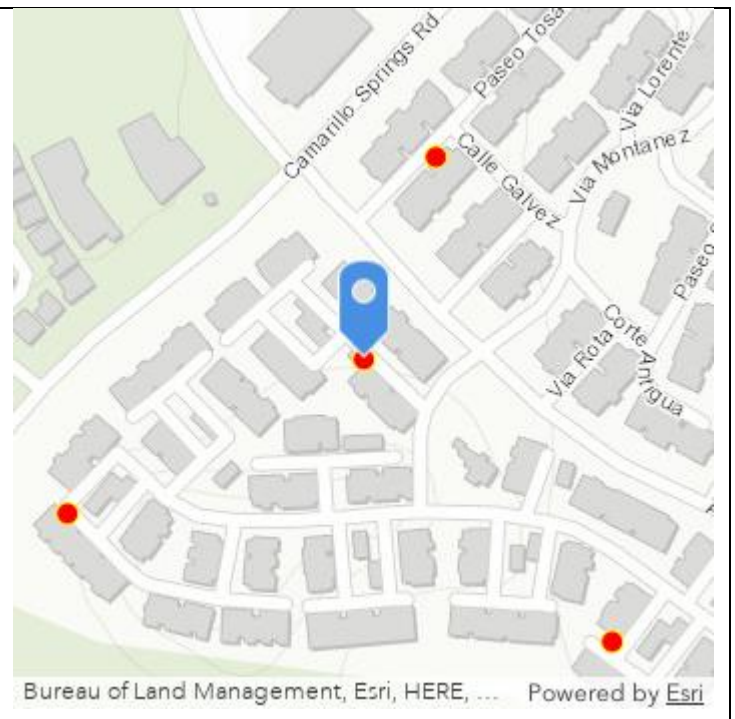
Recheck ☐

Location Error ☐

Request ☐

LOCATION	LEAK DATA	DETAILS
Address: 6008 Via Montañez	Leak Suspected On: Meter	ESTIMATION (GPM): 0.5
Cross Street: Paseo Encantada	Leak Indication: Sonic, Visual Water	LEAK COVER: Meter Pit
System: Potable		ACTION:

COORDINATES (DMS):	
Longitude: -118.98548	Latitude: 34.2024



Comments: Small gasket leak

Note:
Does this leak report supersede an original leak report? No
Reason:

Retest:
Technician: U Navarro

LEAK REPORT

Date: March 25, 2022

Report #: 20

Survey ☒

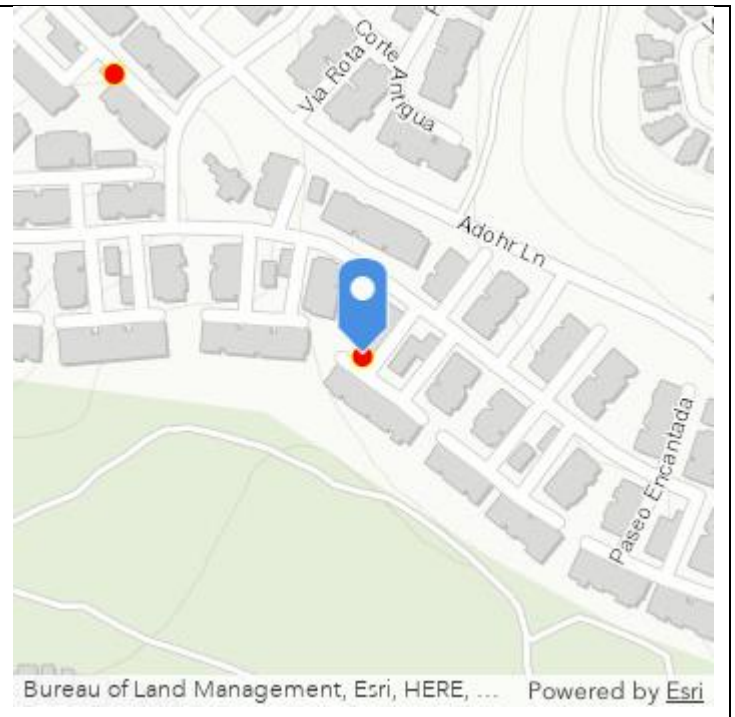
Recheck ☐

Location Error ☐

Request ☐

LOCATION	LEAK DATA	DETAILS
Address: 6208 Paseo Encantada	Leak Suspected On: Hydrant	ESTIMATION (GPM): 0.5
Cross Street:	Leak Indication: Sonic, Visual Water	LEAK COVER: Meter Pit
System: Potable		ACTION:

COORDINATES (DMS):	
Longitude: -118.98414	Latitude: 34.20115



Comments: Leak is on the gasket of the shut off nut

Note:

Does this leak report supersede an original leak report? No

Reason:

Retest:

Technician: U Navarro

LEAK REPORT

Date: March 30, 2022

Report #: 21

Survey ☒

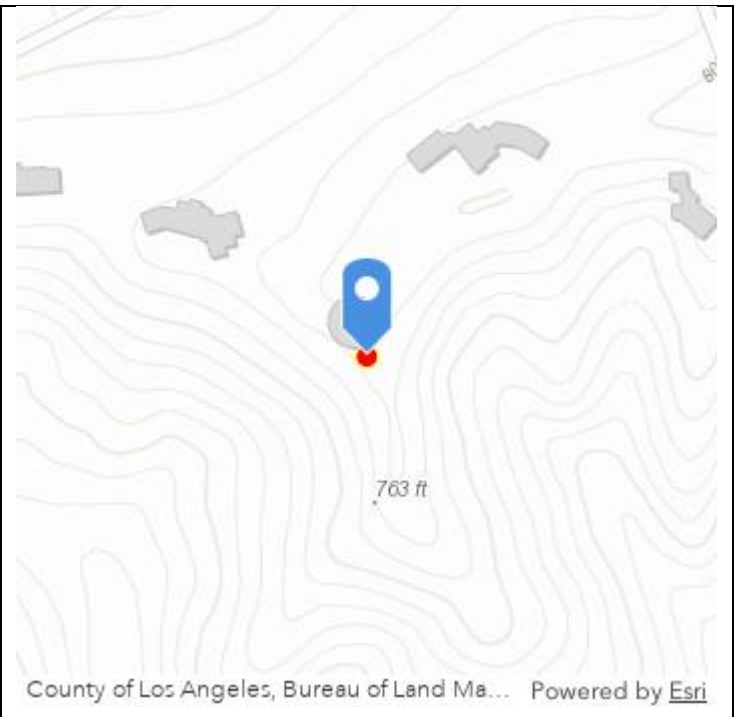
Recheck ☐

Location Error ☐

Request ☐

LOCATION	LEAK DATA	DETAILS
Address: 3-D Reservoir	Leak Suspected On: Blowoff	ESTIMATION (GPM): 0.5
Cross Street:	Leak Indication: Sonic, Visual Water	LEAK COVER: Soil
System: Potable		ACTION:

COORDINATES (DMS):	
Longitude: -118.9186	Latitude: 34.24978



Comments: Leak is on blow off. Assisted by CWD. Near Escollera Ave.

Note:
Does this leak report supersede an original leak report? No

Reason:

Retest:

Technician: U Navarro

Board Memorandum

December 15, 2022

To: Tony Stafford, General Manager

From: Ian Prichard, Assistant General Manager

Subject: Penalty Fee Framework

Objective: Update the Board on progress towards developing a penalty fee framework.

Action Required: No action necessary; for information only.

Discussion: In response to the implementation of the Emergency Water Conservation Program by Metropolitan Water District in May 2023, Camrosa has been in Stage Three Water Supply Shortage, requiring District customers to limit outdoor watering of residential turf to one day a week. What the State of California has defined as “non-functional turf” at commercial, industrial, and institutional properties is prohibited from being irrigated with potable water. Violations of demand management actions result in Metropolitan placing an agency on a monthly allocation of imported water, with exceedances incurring a \$2,000/acre foot fine. (Agencies can voluntarily adopt the allocation plan, with the same penalty for exceedance.)

Camrosa customers have reduced **32 percent** so far in the Emergency Water Conservation Program period (June through November) compared with the same period in 2020 and have remained in compliance with Metropolitan’s requirements, avoiding fines.

On December 7, 2022 the State Water Resources Control Board readopted its January 2022 emergency regulation prohibiting “wasteful water uses,” including irrigation “non-functional turf” with potable water. It is anticipated that Metropolitan will extend existing requirements into 2023. Should the winter result in below-average precipitation and/or below-average snowpack in late spring, it is anticipated that restrictions will be tightened, with the potential for all agencies within the entirety of the Metropolitan service area being placed on a monthly allocation.

Ahead of this eventuality, staff has been working on the framework for how to potentially recoup volumetric fines from ratepayers. Staff has been working with Advanced CIS, our billing system provider, on the process and timeline for implementation of such framework. Staff will present progress to date.

Board Memorandum

December 15, 2022

To: Board of Directors

From: General Manager

Subject: Septic Systems

Objective: Protect groundwater basin quality.

Action Required: No action necessary; for information only.

Discussion: The District's sewer collection system terminates approximately an eighth of a mile east of the District headquarters on Santa Rosa Road. All homes east of that in the Santa Rosa Valley are on septic systems. All homes in the Tierra Rejada Valley, except an 18-home development off Read Road, are also on septic systems.

Septic systems provide some recharge to the basin, but they also contribute significant nitrate loading to the groundwater.

The County of Ventura regulates housing density, via the Non-Coastal Zoning Ordinance (NCZO), based, in part, on a nitrate calculation intended to be protective of groundwater quality. The County is considering relaxing the NCZO rules regarding lot sizes. Staff will present on how this change could affect groundwater quality in the Santa Rosa Basin and options the District may have to mitigate these impacts.

Board Memorandum

December 15, 2022

To: Board of Directors

From: Ian Prichard, Assistant General Manager

Subject: Legislative Wrapup

Objective: Update the Board on pertinent legislation from the 2022 legislative year.

Action Required: No action necessary; for information only.

Discussion: Several bills related to water were chaptered by the state of California this year. Most concerned water quality, affordability/accessibility, and activities related to the drought. While some of these will eventually impact Camrosa, no bills significantly affect the way Camrosa will do business.

Staff will present the highlights from the 2022 legislative year.



Read File

The following material is provided to members of the Board for information only and is not formally a part of the published agenda.

- A. Change Order Listing
- B. Budget Development Schedule
- C. Cash Balances (10/2022)
- D. 2023 Board Calendar

CURRENT PROJECT CHANGE ORDERS											
Project #	PW/Agreement#	Project	Total Budget	Available Budget	Contractor	Award Date	Brd/Gmgr	Change Order	Original Bid	Negotiated Value	Scope of Services/Change Order Description
900-18-01		CWRF Chemical Storage & Feed System	\$ 1,057,500.00	\$ 28,544.32							
	2019-58				Cannon Corporation	12/13/2018	BD		\$ 100,705.00	\$ 71,765.00	engineering services to rehabilitate the CRWF’s chemical storage and feed system- Originally a combined project to include equipment storage shed. The project scope was reduced to eliminate storage shed and price for the
						9/19/2019	GM	CO #1	\$ 1,700.00	\$ 1,700.00	Chemical Feed System was negotiated.
						12/12/2019	BD	CO #2	\$ 24,553.00	\$ 18,944.00	Engineeering for 3 additional pumps
						6/23/2020	GM	CO #3	\$ 4,407.00	\$ 4,407.00	Construction support services
										\$ 96,816.00	Construction support services
	S 19-05				Travis Ag	12/12/2019	BD		\$ 747,862.00	\$ 747,862.00	Construction
						5/26/2020	GM	CO #1	\$ 5,520.00	\$ 5,520.00	Modify single to dual chemical feed pump
						8/28/2020	GM	CO #2	\$ 2,840.00	\$ 2,840.00	Provide additional skid mounting supports (total of 16)
						2/16/2021	GM	CO #3	\$ 8,335.02	\$ 7,324.51	Provide Foundation Soil Stability for Canopy Footing
						11/23/2021	GM	CO #4	\$ 11,335.55	\$ 11,335.55	Install 2 additional 4inch flange on top of tanks foser ultrasonic sensor installation
						9/27/2022	GM	CO #5	\$ 8,050.00	\$ 8,050.00	install approx. 32LF of 6x6 curb
						10/5/2022	GM	CO #6	\$ 3,496.00	\$ 3,496.00	grit extension
										\$ 786,428.06	
900-18-03		Effluent Pond Relining	\$ 1,501,500.00	\$ 214,421.26							
	2017-30				MNS Engineers, Inc	7/27/2017	BD		\$ 71,988.00	\$ 69,208.00	Award and up to \$14,000 out-of-scope
						7/27/2017	GM	CO #1	\$ 7,165.00	\$ 7,165.00	Geotechnical Investigations (Included in 7/27/20 BM)
						7/27/2017	GM	CO #2	\$ 1,380.00	\$ 1,380.00	Groundwater management alternatives (Included in 7/27/20 BM)
						2/28/2019	BD	CO #3	\$ 19,795.00	\$ 19,795.00	Additional project elements, slope stabilization and surface water management
						5/28/2020	BD	CO #4	\$ 11,330.00	\$ 11,330.00	Services to amend and update plans and specs
						5/13/2021	BD	CO#5	\$ 15,355.00	\$ 15,355.00	Engineering support services during construction
										\$ 124,233.00	
					Oakridge Geoscience, Inc.	5/13/2021	BD			\$ 22,200.00	uuuuuuuuvb
						10/11/2021	GM	CO#1	\$ 3,360.00	\$ 3,360.00	compaction and material testing services
										\$ 25,560.00	supplemental materials testing services
	RW21-01				BOSCO Constructors, Inc.	5/13/2021	BD		\$ 1,055,401.00	\$ 1,055,401.00	Construction of CWRF Effluent Storage Basin Improvements
						1/6/2022	GM	CO #1	\$ 2,746.03		Grinding and patching existing catch basin
						1/6/2022	GM	CO #2	\$ 7,968.23		Install Concrete Curb in lieu of Berm
										\$ 1,066,115.26	
900-18-02		CWRF Dewatering Press	\$ 2,158,000.00	\$ 1,994,063.42							
	2017-33				MNS Engineers, Inc.	8/31/2017	BD		\$ 97,932.00	\$ 97,932.00	Award and up to \$10,000 contingency
						12/8/2017	GM	CO #1	\$ 5,370.00	\$ 5,370.00	Surveying services
						5/28/2020	BD	CO #2	\$ (44,900.00)	\$ (44,900.00)	Credit
						5/28/2020	BD	CO #3	\$ 87,911.00	\$ 87,911.00	professional engineering services to amend and update existing plans and specifications
						9/24/2020	BD	CO #4	\$ 24,670.00	\$ 24,670.00	Modify plans to rotate solids handling building 90 degrees
										\$ 170,983.00	
650-15-01		PV Well (Lynwood Well)	\$ 5,967,000.00	\$ 335,305.14							
	2014-56				Perliter & Ingalsbe	10/22/2014	BD		\$ 156,600.00	\$ 156,600.00	Award and to amend up to \$15,000 for out-of-scope
						5/26/2015	GM	CO #1	\$ 2,950.00	\$ 2,950.00	Additional work field locating
						11/15/2016	GM	CO #2	\$ 3,821.00	\$ 3,821.00	PV well rendering
						11/7/2017	GM	CO #3	\$ 14,922.00	\$ 14,922.00	Prepare Pre-bid documents for pump and motor
						7/26/2018	BD	CO #4	\$ 8,826.00	\$ 8,826.00	Construction services to pump only installation
						12/12/2019	BD	CO #5	\$ 34,956.00	\$ 34,956.00	Review iron and manganese filter & finalize contract plans & specs
						9/2/2020	GM	CO #6	\$ 3,090.00	\$ 3,090.00	T&M Future FE/MN revisions
						3/11/2021	BD	CO #7	\$ 4,935.00	\$ 4,935.00	Finalize plans and specifications
						3/11/2021	BD	CO #8	\$ 795.00	\$ 795.00	engineering design of the removal of filters and reconfiguration of the diesel generator
						3/11/2021	BD	CO #9	\$ 7,182.00	\$ 7,182.00	engineering design of the removal of filters and reconfiguration of the diesel generator
						6/24/2021	BD	CO #10	\$ 76,062.00	\$ 76,062.00	engineering & construction support services
						1/13/2022	BD	CO #11	\$ 55,803.00	\$ 55,803.00	construction support services- additonal work
									\$ 369,942.00	\$ 369,942.00	
					Unified Field Services	6/24/2021	BD		\$ 2,965,198.00	\$ 2,965,198.00	PV Well construction services
						2/15/2022	GM	CO #1	\$ -	\$ -	Add 23 working days no cost
						5/31/2022	GM	CO#2	\$ 18,515.19	\$ 18,515.19	PLC cost sharing
										\$ 2,983,713.19	
					American Public Works Consulting Engineers	6/24/2021	BD			\$ 68,200.00	construction management services
						5/3/2022	GM	CO #1		\$ 15,500.00	construction management services @ 100 hours
										\$ 83,700.00	
					Golden State Labor Compliance	7/16/2015	GM			\$ 3,900.00	labor compliance support
						7/26/2018	BD	CO #1		\$ 4,700.00	labor compliance support
						6/24/2021	BD	CO#2		\$ 24,500.00	labor compliance support
						5/3/2022	GM	CO# 3		\$ 9,024.00	labor compliance support
										\$ 42,124.00	
					Union Materials Testing	4/18/2022	GM			\$ 4,480.00	testing and inspection services
						9/14/2022	GM	CO#1		\$ 4,500.00	testing and inspection services
										\$ 8,980.00	
600-20-02		Conejo Wellfield Treatment	\$ 11,275,000.00	\$ 1,275,802.35							
	2020-86				Provost & Pritchard	6/11/2020	BD		\$ 437,000.00	\$ 375,000.00	GAC Engineering Design

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Staff Action	Date	Board Action
Requesting Action		
Receiving Action		
	12/15	FY 23-24 Budget Schedule
Request FY22-23 Program Accomplishments Request FY23-24 Program Goals Request FY23-24 Capital Projects & Fixed Assets	1/12	
	1/26	
	2/9	2nd Qtr Review
Receive Program Accomplishments FY22-23 from Mgrs Receive FY23-24 Program Goals from Mgrs Receive FY23-24 Capital Projects & Fixed Assets from Mgrs	2/10	
Request End of Year Projections FY22-23 Projections Request Draft of FY23-24 Expenses	2/13	
	2/23	
	3/9	Program Accomplishments FY22-23 Program Goals for FY23-24
Receive FY23-24 Expenses from Mgrs Receive FY22-23 End of Year Projections from Mgrs Receive EOY FY22-23 Capital Projects & Fixed Assets Projections FY23-24 Water Sales Projections FY23-24 Wastewater Sales Projections FY23-24 Tax Revenue Projections FY23-24 Interest/Misc. Revenue Projections FY23-24 Debt Service Expense Complete Draft Revenue/Expense Budget	3/10	
	3/23	FY23-24 Capital Projects & Fixed Assets
FY22-23 Reserve Balances	3/24	
	4/6	End of Year Budget Projections FY22-23 FY22-23 Capital Projects Projections Projected FY22-23 Reserve Balances
	4/20	3rd Qtr Review Draft Revenue Budget Draft Expense Budget Projected FY23-24 Reserve Balances
	5/4	
	5/25	Appropriation Limit for FY23-24 Draft FY23-24 Budget
	6/8	Adoption of FY23-24 Budget
	6/22	

FUNDS FY 22-23

UNRESTRICTED FUNDS	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY
LAIF	44,758,016.93	43,758,016.93	43,758,016.93	43,908,107.32	1,6		
UNION BANK DEPOSIT ACCOUNT	270,711.97	1,024,800.16	595,956.69	31,159.68			
UNION BANK DISBURSEMENTS ACCOUNT	1,193,625.04	587,060.36	568,349.70	1,537,467.79			
BANK OF AMERICA-RTL ACCOUNT	361,004.22	449,079.26	201,821.81	233,863.77			
TOTAL	\$ 46,583,358.16	\$ 45,818,956.71	\$ 45,124,145.13	\$ 45,710,598.56	\$ -	\$ -	\$ -
RESTRICTED FUNDS							
PAYMENT FUND 2016	2,114.77	4,323.38	6,270.43	8,307.71	2,3,4		
RESERVES 2016	879,528.69	879,528.69	879,528.69	879,528.69	3		
WATER ACQUISITION FUND 2016	319,785.23	319,785.23	262,568.14	183.14	4,5		
WASTEWATER ACQUISITION FUND 2016	6,050.87	6,050.87	6,050.87	6,050.87			
INSURED CASH SHELTER ACCOUNT (Wastewater Fund)							
TOTAL	\$ 1,207,479.56	\$ 1,209,688.17	\$ 1,154,418.13	\$ 894,070.41	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 47,790,837.72	\$ 47,028,644.88	\$ 46,278,563.26	\$ 46,604,668.97	\$ -	\$ -	\$ -

Series 2016-Reserve Fund

Cusip Number	Financial Institution	Settlement Date	Yield to Worst	Maturity	Amount	Accrued Income
09248u445	Blackrock Liquidity Funds	10/19/2016	2.76%	N/A	879,528.69	2,038.94

Series 2016-Water Acquisition Fund

Cusip Number	Financial Institution	Settlement Date	Yield to Worst	Maturity	Amount	Accrued Income
09248u445	Blackrock Liquidity Funds	10/19/2016	2.76%	N/A	183.14	350.37

ANTICIPATED OUTFLOWS

Water Purchases October 2022	574,801.57
Payroll PR 11-1, 11-2 & ME	300,000.00
AP Check Run 11/02, 11/16	1,000,000.00
Large CIP Project Payments	-
Bond Payments	-
\$	1,874,801.57

DATE

FINANCE MEETING

11/8/2022

Tony Stafford -General Manager

Tamara Sexton-Finance Manager

Sandra Llamas-Senior Accountant

MEETING NOTES:

1. LAIF received \$150,090.39 in interest for quarter ended September 30, 2022
2. The payment fund received \$11.01 in interest in the month of October
3. The reserve fund received interest earnings in the amount \$1,560.42 in the month of October. The full amount was transferred to the payment fund
4. The water acquisition fund received interest earnings in the amount of \$465.85 in the month of October. The full amount was transferred to the payment fund
5. Camrosa requested a capital expenditures reimbursement from the water acquisition fund in the amount of \$262,385.00
6. LAIF's average monthly rate of return for the period was 1.772

2023 Camrosa Board Calendar

JANUARY							FEBRUARY							MARCH							2023 Holidays						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	January 2 nd - New Year's Holiday (Observed)						
1	2	3	4	5	6	7				1	2	3	4				1	2	3	4	February 20 th - President's Day						
8	9	10	11	12	13	14	5	6	7	8	9	10	11	5	6	7	8	9	10	11	May 29 th - Memorial Day						
15	16	17	18	19	20	21	12	13	14	15	16	17	18	12	13	14	15	16	17	18	July 4 th - Independence Day						
22	23	24	25	26	27	28	19	20	21	22	23	24	25	19	20	21	22	23	24	25	September 4 th - Labor Day						
29	30	31					26	27	28					26	27	28	29	30	31		November 13 th - Veteran's Day						
																					November 23 rd & 24 th - Thanksgiving						
																					December 22 nd & 25 th - Christmas						
																					December 29 th - New Year's Eve						
APRIL							MAY							JUNE							2023 Conferences						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	CASA Winter Conf. (Palm Springs) - Jan. 25 th - 27 th						
						1		1	2	3	4	5	6					1	2	3	ACWA Spring Conf. (Monterey) - May 9 th - 11 th						
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10	CASA 68 th Annual Conf. (San Diego) - Aug. 9 th - 11 th						
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17	ACWA Fall Conf. (Indian Wells) - Nov. 28 th - 30 th						
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24							
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30								
30																											
JULY							AUGUST							SEPTEMBER							2023 AWA Meetings						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	"Water Issues" Third Tuesday (except Apr., Aug., Dec.)						
						1			1	2	3	4	5						1	2	Waterwise Breakfast (See yellow on calendar)						
2	3	4	5	6	7	8	6	7	8	9	10	11	12	3	4	5	6	7	8	9	AWA Board Meetings (See orange on calendar)						
9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16	May 25 th - Annual Symposium						
16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23	August - DARK (No Meetings or Events)						
23	24	25	26	27	28	29	27	28	29	30	31			24	25	26	27	28	29	30	September 28 th - Reagan Library Reception						
30	31																				December 7 th - Holiday Mixer						
OCTOBER							NOVEMBER							DECEMBER							2023 VCSA Meetings						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	February 7 th - Annual Dinner						
1	2	3	4	5	6	7				1	2	3	4						1	2	April 4 th						
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9	June 6 th						
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16	August 1 st						
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23	October 3 rd						
29	30	31					26	27	28	29	30			24	25	26	27	28	29	30	December 5 th						
														31													
Camrosa Water District 7385 Santa Rosa Road Camarillo, CA 93012							Note: Board of Directors meetings are highlighted in RED. Board Meetings are held on the 2nd & 4th Thursday of each month at 5pm unless indicated.																				